TOWN OF HAMILTON

1997

ANNUAL TOWN REPORT

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TOWN OF HAMILTON

1997 ANNUAL REPORT

Town of Hamilton
Essex County
Commonwealth of Massachusetts

Settled 1638
Incorporated June 21, 1793
Area 14.99 Square Miles
Town Population: 7,874
Sixth Congressional District
Fifth Councillor District
First Essex and Middlesex Senatorial District
Fourth Essex Representative District

- *State Officials* -

Congressman:	John Tierney of Salem
Senator:	Bruce E. Tarr of Gloucester
Co. Commissioners:	Marguerite P. Kane of Lawrence
	John V. O'Brien of Beverly
	Christopher T. Casey of Lynn
Representative:	Forrester A. "Tim" Clark of Hamilton

- *Town Hall Hours* -

Monday to Thursday: 8 A.M. - 4:30 P.M.
Friday: 8 A.M. to 12 Noon
Monday: 7 - 9 P.M.

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Photos by Daniel Parsons and Walter Cullen

✵ *IN MEMORIAM* ✵

William J. Hickey
Former Harbormaster

Charles W. Dolliver
Former Assistant Fire Chief
Long Time Town Employee

George Preston
Honorary Member Fire Department

TOWN ADMINISTRATION

Board of Selectmen
Peter P. Twining 1998
Heather M. Ford 1999
David G. Neill 2000

Town Administrator
Candace P. Wheeler

Town Clerk
Theresa M. Fanning 1999

Town Accountant
Ellen M. Rose

Treasurer/Collector
Kay E. Turner

Board of Assessors
Gelean M. Campbell 1998
Robert H. Trussell 1999
George E. Cantwell 2000

Chief of Police
Walter D. Cullen

Board of Fire Engineers
Douglas Woodman, Chief
Kenneth Brand — Philip Stevens
Channing Howard — Daniel Parsons

Department of Public Works
Board of Selectmen
Steven Kenney, Director

Town Counsel
William Shields
Donna MacKenna

Town Moderator
Bruce Ramsey

Chairmen are indicated by **bold**

Board of Health

James T. Campbell	Term Exp 1998
Peter Johnson	**Term Exp 1999**
Brian Longval	Term Exp 2000
Martin Fair,	Health Agent
Reed Wilson	Insp. Of Animals

Board of Health Nurse

ABL Visiting Nurses

Conservation Commission

Virginia Cookson	Term Exp 1998
James Hankin	Term Exp 1998
John Rhoads	Term Exp 1998
Robert Cronin	Term Exp 1999
Peter Dana	Term Exp 2000
Lisa Press	**Term Exp 2000**
John Hamilton	Term Exp 2000
John Hendrickson	Aux Member
Marcie Ricker	Coordinator

Planning Board

James J. Burnham	Term Exp 1998
Gregg Haladyna	Term Exp 1998
Suzanne Richey	Term Exp 1999
Marcie Ricker	Term Exp 1999
Robin Willcox	Term Exp 2000
Peter B. Britton	Term Exp 2001
Peter B. Clark	**Term Exp 2002**
Evelyn Shuman	Coordinator

Zoning Board of Appeals

William Bowler	**Term Exp 1998**
Winifred Whitman	Term Exp 1998
Elizabeth Ganister	Term Exp 1999
James Manzi,	Resigned
David R. Sullivan, Alt	Term Exp 2000

Finance & Advisory Committee

Richard Low/Richard N. Blau**Resigned**
Brian S. Beck and Pamela Adam
Heidi Vancisen and Esther Herdeg

Personnel Board

Arthur Oberheim	**Term Exp 1999**
[Appointed by Finance Committee]	
David Shaughnessy	Term Exp 1999
[Appointed by Town Moderator]	
Robert Bullivant	Term Exp 2000
[Appointed by Board of Selectmen]	
Daniel Parsons	Term Exp 1998
[Appointed by Board of Selectmen]	
Larry Warner	Term Exp. 2001
[Appointed by Finance Committee]	

EDUCATION

Hamilton-Wenham Regional School Committee

Jaclyn Finnochio	**Term Exp 1998**
Donald Gallant,	Term Exp 1998
Robert Whittier	Term Exp 1998
Carolyn Chouinard,	**Retired**
Catherine Harrison	Term Exp 1999
John Serafini	Term Exp 1999
Frank Cause	Term Exp 2000
Nancy Morse	Term Exp.2000
Michael Abbott	Term Exp 2000

Superintendent of Schools

Dennis DiSalvo

Regional Vocational School District Committee Representative

Peter Gourdeau **Resigned**
[Appointed by Moderator with Approval of School Committee]

Hamilton-Wenham School Building Committee

Richard Low,	**Resigned**
Michael Abbott	Jane Bellenis
Andrew Calkins	Frank Cause
Carolyn Choinard	**Resigned**
Charles E. Cooke	Heidi Vancisen
John Darling	Edward DeAngelis
Jan DeSantis	Dennis DiSalvo
John Elwell	Charles Favazzo
Jaclyn Finocchio	Donald Gallant
Richard Gourdeau	Catherine Harrison
Elizabeth Lebel	John McWane
Nancy Morse	David Neill
Jane O'Neill	Richard Quinn
John Serafini, Jr	Robert Whittier

Chairmen are indicated by **bold**

Librarian & Trustees of the Public Library

Annette Janes	Librarian
Blanche M. Day	Term Exp 1999
Alan Reid	**Term Exp 2000**
Ann St. Germain	Term Exp 1998

Joint Library Committee
Elizabeth Colt, Wenham
Randall Gowman, Hamilton
Alan Reid, Hamilton
Scott Maddern, Hamilton
Margaret Stedman, Hamilton
James Reynolds, Wenham

Housing Authority

Lisa Bright	Executive Director
William Stechenfinger	Term Exp 2001
Robert Poole	Term Exp 2002
Leon Purington State	Term Exp 1998
Carol Mazzetta	Term Exp 1999
George Ricker, Jr.	**Term Exp 2000**

PUBLIC SAFETY

Emergency Management Director
Walter Cullen

Emergency Communications Center Operations Board

Peter Burnham	Donald Killam
William MacKenzie	**Robert Porter**
Ann Marie Cullen	Francis Eldridge
Douglas Woodman	Richard Poole

Fire Inspector & Hazardous Waste Coordinator
Daniel Parsons

Building Inspector/Zoning Enforcement Officer
Glenn Clohecy
John Caldwell, Asst.

Electrical Inspector
Robert Brown
John Varney, Asst.

Gas & Plumbing Inspector
William Thomas
Paul Marshall, Asst.

Animal Control Officer
Albert Doran
Paul Goodwin, Asst.

Harbormaster
Bowden Russell - **Resigned**
Paul Accomando, Asst.
Robert Blanchard, Asst.
Stephen Trepanier, Asst.

Constables
Robert Poole & Walter Cullen

Hamilton-Wenham Recreation Board
Jacki Abbott Hamilton
Robert Kerrigan Wenham
Stu Black Wenham
Tim Hopkins, Hamilton
Farris Ajalat Hamilton
Steve Bergholtz Wenham
Margaret Whitesell, Director

Hamilton-Wenham Cultural Council

Julie Bishop	**Judith King**
Christine Burns	Carol MacIntyre
Norman Jones	Mary Polsonetti
Paula Keller	Kali Reynolds

Hamilton-Wenham Cable Advisory Board
John Fitzpatrick, Joint Appointee
Brian Fanning, Hamilton
Leigh Keyser, Hamilton
Frank Cause Jr., Wenham
Serge Sacharuk, Wenham

Historic District Commission

Harry Walton	Term Exp 1999
Mark Whitmore	Term Exp 1999
Stephen Homer	Term Exp 2000
Donna MacKenna	Resigned
Virginia Cogger	Term Exp 2000
Thomas Catalano	**Term Exp 1999**
Lucinda Witt	Term Exp 1999

Chairmen are indicated by **bold**

Council on Aging

Fred Gray	Andrew Teshko
Wendell Day	Mona Berry
Edward Hopping	Mary Wedgwood
Dorothy Lamson	

Office on Disability

Elizabeth Dunbar	Madelyn C. Liberti
Morgan Jennings	Ruth Dolan
James Sullivan	

Historical Society

Emily Cook
Cecile Cusson
Linda Coonrod
Kathryn Nickerson
Arthur H. Crosbie
Benjamin Robertson

Registrars of Voters

Mary Anne Burridge	Term Exp 1999
Edward J. Seaver	Term Exp 2000
Guy F. Alleruzzo	Term Exp 1998
Theresa M. Fanning,	Clerk-Officio

Road Safety Committee

Brad Kimball	Francis Sears
Jacqueline Abbott	Anne Stokely
Susan Sandler	Marie Buckley
Tim Ford	Steve Kenney
Evelyn Shuman	Stuart Thorne
Sargent Smith	John Hamilton

M.A.P.C. Representative

Evelyn Shuman

M.B.T.A. Representative

Harry Boyles

Fence Viewers

James Sullivan & Douglas Woodman

Measurers of Wood, Bark & Lumber

John E. Lawrence, Jr.
Douglas Woodman

Sealer of Weights & Measures

Harry MacGregor

Tree Warden/Supt. Insect & Pest Control

Harold Allen

Veterans Service Director

David Beeman

Chairmen are indicated by **bold**

BOARD OF SELECTMEN

The 1997-98 year has been a time to both bring to completion changes to town government conceived many years earlier and to start new initiatives in roadway/ public safety and financial planning. In addition, work has continued on repair and improvement of the town's water production and distribution systems and redevelopment of the downtown as part of the soon-to-commence MBTA project. This project includes the relocation of the train station and construction of a new 210 car commuter parking facility.

The public safety initiative is the community response to the tragic death of a young boy while bike riding. The goal is to develop pedestrian and bike ways in key areas of the town to accommodate the recreation needs of our citizens and improve safety. The Board supports developing the plan for town review.

As this report is being written, the Board has just completed, with the able assistance of the Finance Committee and Ellen Rose, the Town Accountant, and Candace Wheeler, the Town Administrator, a five-year review of projected spending. The results will be reported to the May 1998 Annual Town Meeting, together with recommendations for study and action. An anticipated outcome will be a multi-year blueprint for action in order to continue town government and services within the financial realities of the late 1990's.

Any report on this year would not be complete without recognition to all on the successful negotiation for the purchase, together with the Town of Manchester, of the 113 acre forest/recreation area known as Gordon Woods. Countless hours of effort by the Conservation Commission, the Board of Selectmen, the Hamilton/Wenham Open Space Land Trust and others are greatly appreciated.

With the start of this fiscal year, the Board assumed responsibility for all DPW operations. The new DPW Director, Steve Kinney, was hired and he and Selectman Heather Ford have led the final planning for repairing and improving the town water system. The severe summer drought stressed the system to its limit, but proved that citizen cooperation in water conservation can achieve substantial water conservation. Thanks go to all citizens for their actions to respond to this crisis. After completion of the proposed improvements to the water system, we hope that such extraordinary requests for water conservation will not be necessary, even in times of low rainfall.

The May 1997 Annual Town Meeting set in motion two forward-looking steps to reshape and beautify the downtown. They involve cooperation with the MBTA in the construction of a major new commuter parking facility and relocation of the train station and its amenities to Wenham. This will enable the redevelopment of the shopping center and development of the Depot Square parcel in the heart of the retail district. The overall goal is to improve the aesthetic appeal of the downtown and provide more and better commuter parking. This is an exciting step forward for the downtown. The Board, together with the Planning Board and its staff, have led this initiative. Although it could be many years before all is completed, the town will shortly begin to enjoy the benefits.

No progress is made in town government without the continuing tireless contributions of countless citizens and our town employees. Our thanks, and on behalf of our community, the thanks of all go to these citizens and town employees. The town has made great progress this year on many fronts. All should be very proud and pleased with this.

Respectfully submitted: **Peter P. Twining, Chairman**
Heather M. Ford
David G. Neill

REPORT OF THE TOWN CLERK

Activity continues to increase in the Town Clerk's Office. With the implementation of the new voter law and the many other changes that are being made we must constantly keep abreast of these changes.

We anticipate 1998 to be a busy year. There will be a State Primary on September 15th and State Election on November 3rd in addition to our Annual Town Meeting on May 4th and the Town Election May 14th. We also anticipate several Special Town Meetings.

All of our statistical information, such as births, deaths and marriages are listed below and I have included 1996 Report as a comparison.

MARRIAGE LICENSES ISSUED

	1997	1996
RESIDENTS (One or both parties from Hamilton)	17	19
FEMALE	8	18
TOTALS	25	37

BIRTHS RECORDED

MALE	42	58
FEMALE	44	61
TOTALS	86	119

DEATHS RECORDED

RESIDENTS	51	38
NON-RESIDENTS	3	0
TOTALS	54	38

The tabulation of Fish and Game Licenses and Dog Licenses issued are as follows:

FISH AND GAME LICENSES ISSUED

FISHING	69	79
HUNTING	20	31
SPORTING	14	15
DUPLICATE & OVER 70	9	36
ARCHERY STAMPS	16	18
WATERFOWL STAMPS	24	43
PRIMITIVE FIREARMS STAMP	23	0
WETLAND STAMPS	98	125
TOTALS	273	347

DOG LICENSES ISSUED

MALE	137	123
FEMALE	75	58
SPAYED	500	452
NEUTERED	372	344
KENNELS	17	19
TOTALS	1101	996
FINES	91	63

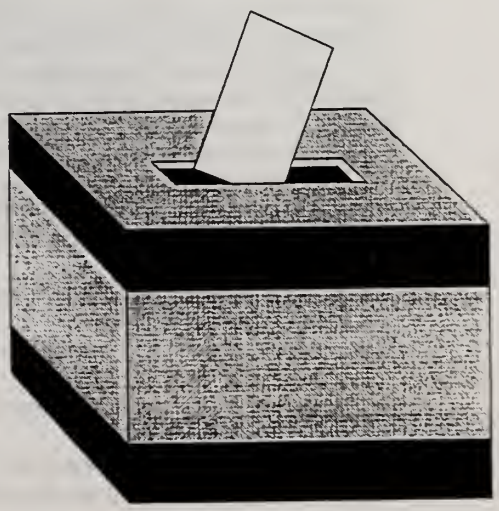
The annual census forms were mailed out January 1, 1998 and we wish to remind all residents the importance of listing all members of the household each and every year. The Town's population is important when we are involved in borrowing, receiving grants or federal and state aid. Also, the listing of every household is very important to our Police and Fire Departments for safety reasons.

	PRECINCT 1	PRECINCT 2	TOTALS
VOTERS	2,208	2,333	4,541
NON VOTERS	1,474	1,859	3.333
RESIDENTS	3,682	4,192	7,874

I would like to take this opportunity to thank all department heads, elected officials, election workers, board of registrars, town employees and especially my Administrative Assistant, Jane Wetson, for their cooperation and help in making the year an especially successful one for our office. We will strive to continue to give our utmost help and support to the residents of the Town.

Respectfully submitted,.

Theresa M. "Mimi" Fanning, CMC
Town Clerk



TOWN OF HAMILTON
ANNUAL TOWN MEETING
HELD
MONDAY, MAY 5, 1997
ADJOURNED SESSION
TUESDAY, MAY 6, 1997
AT
HAMILTON-WENHAM REGIONAL HIGH SCHOOL

****

At the close of registration on April 14, 1997 there were 4534 registered voters.

Precinct 1 - 2,227 Precinct 2 - 2,307

Counters were:

Paul Fucillo	6 Birch Road
Andrew Calkins	9 Pine Street
Andrew Teshko	29 Lincoln Avenue
Warren Gray, Jr.	935 Bay Road
Robert Poole	56R Moynihan Road

Moderator, Bruce Ramsey, declaring a quorum being present and the warrant duly served, opened the meeting at 8:44 PM with 281 registered voters checked present.

Precinct 1 - 139 Precinct 2 - 142

The moderator announced that he has asked non-resident members of the regional school system and those assisting the Selectmen or Finance Committee to be present so they may be available to answer questions. Members of the press, and the video crew have also been allowed to be present. He reminded those allowed here to do nothing which may influence the counting of the votes.

All other non-registered visitors must be seated in the visitors area to the right and at the rear of the auditorium.

The Moderator also announced another procedural note, that the proceedings are recorded so as to have an accurate record of the meeting unless recognized by name, are asked to use the microphones provided and give name and address when arising to address the moderator.

Continued on by introducing all town officials seated at the head table.

Introduced Rev. Diane Carpenter of the First United Methodist Church to give the invocation as is the practice before the Annual Town Meeting. Asked all to rise.

After invocation and before starting the regular business, the Moderator recognized Heather Ford for a special presentation.

Heather Ford, on behalf of the Selectmen had the pleasure of making a presentation to an individual in Town who has given 4 decades of public service to activities within our Town. He had served as Water Commissioner, served on the Board of Public Works and has given a lot of his time, going above and beyond, particularly in the last two years during which the Department of Public Works has been without a Director. There have been a lot of issues in which he has stepped in as a volunteer on a daily basis, to make sure the Town business was being handled in the best manner he knew how. On a personal note, Mrs. Ford continued, she was on Blueberry Lane and noticed a paving crew was there, pulled her car over to watch and saw this individual coming across the grass, over to the paving crew, he was insuring that our Town was getting our 3 inches of paving and that we were getting good value for our money.

"It was a beautiful day and this gentleman could have been anywhere else but he was insuring the Town was getting what we paid for. So, on behalf of the Selectmen, the citizens in the Town, both spoken and unspoken we would like to recognize Gordon "Tiny Thompson."

Mr. Thompson was given a standing ovation.

Mr. Thompson then thanked everyone and said he has lived in Hamilton all his life and loves the Town of Hamilton. He then received another round of applause.

Asking for any other comments the Moderator recognized Richard Low of the Finance Committee.

Mr. Low went on to discuss the budget to be voted on tonight and the Finance Committee's decision not to seek any new overrides this year.

Using the overhead projector, Mr. Low went on to explain how the budget would impact on the taxes next year. The first slide shown was

TOWN OF HAMILTON

TAX RATE AND LEVY HISTORY

FISCAL YEAR	TAX RATE	ASSESSED VALUATION	TAX LEVY
1992	14.07	564,151,456	7,937,611
1993	15.31	529,937,079	8,113,337
1994	15.79	531,016,706	8,384,754
1995	16.24	538,606,074	8,746,963
1996	16.21	561,589,521	9,103,366
1997	15.15	610,121,956	9,240,745
1998 *	16.29	610,121,956	9,939,243

*Based on FY'97 Assessed Valuation

TOWN OF HAMILTON

FY98 TOWN OPERATING BUDGET

GROWTH IN REVENUES AND LEVY LIMIT

	% CHANGE	$ CHANGE
CURRENT PROPERTY TAXES	2.5%	229,840
NEW GROWTH	-	80,000
STATE AID	7.8%	46,374
LOCAL RECEIPTS	6.3%	71,824
TOTAL	3.9%	428,038

The next slide was of the expenses:

TOWN OF HAMILTON

FY'98 BUDGET CHANGE SUMMARY

EXPENSES

	% CHANGE	$ CHANGE
General Town Government (includes Public Safety)	4.1%	102,988
Other Boards & Committees	-1.9%	-3,812
Library	6.4%	14,204
Public Works	5.0%	50,406
Total Town Operating Budget	4.1%	163,786
Hamilton Contribution to the School Operating Budget	5.5%	350.000
School Debt Service	42.9%	78,222
Total Hamilton Operating Budget	5.6%	592,008

Mr. Low continued on with the amount needed to fund the warrant articles:

TOWN OF HAMILTON

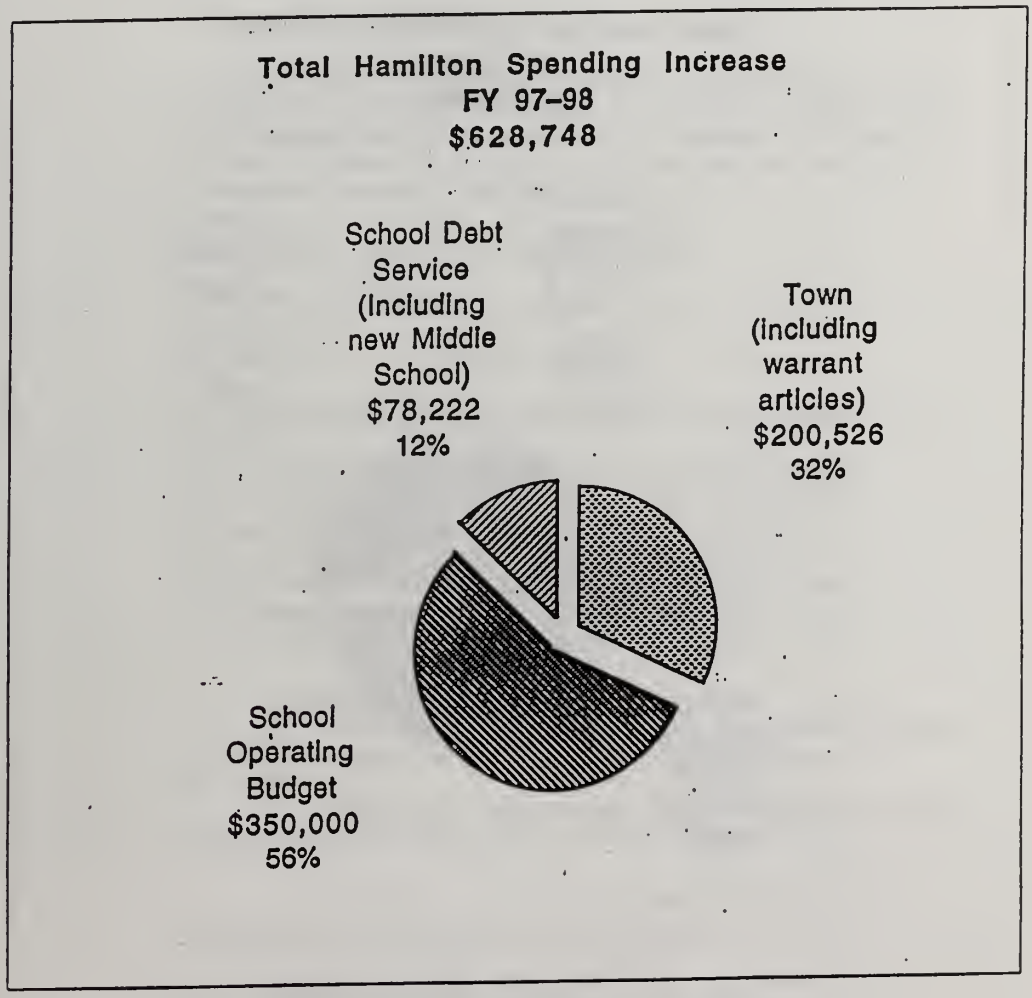
FY'98 FUNDED WARRANT ARTICLES

Article 2-4	Financial Actions	- Reserve Fund	$ 80,000
		- Stabilization	20,000
		- BAPERN/Air Van	32,400
Article 2-5	North Shore Regional Voc Tech		63,889
Article 5-1	Basketball Court		14,000
Article 8-1	Street Improvement Plan		188,000
Article 8-2	Sander		15,225
Article 8-3	Drainage Dredging		22,000
Article 9-1	Town Hall Renovations		35,000
Article 9-2	Gymnasium Windows		25,000
Article 9-3	Ladder Truck		49,000
Article 9-4	Jaws of Life		15,250
Article 9-5	Dispatch Software		14,500
Article 9-6	ECO Radio Receiver		9,765

Article 9-7	Library Computers		10,000
Article 9-8	Town Hall Copier		9,000
Article 9-13	NESWC Stabilization		109,445
		TOTAL	$712,474

The next slide showed the recommended Finance Committee's Budget which they felt was fair and equitable balance between the schools and town:

Spending Increase (Fin Com Budget)

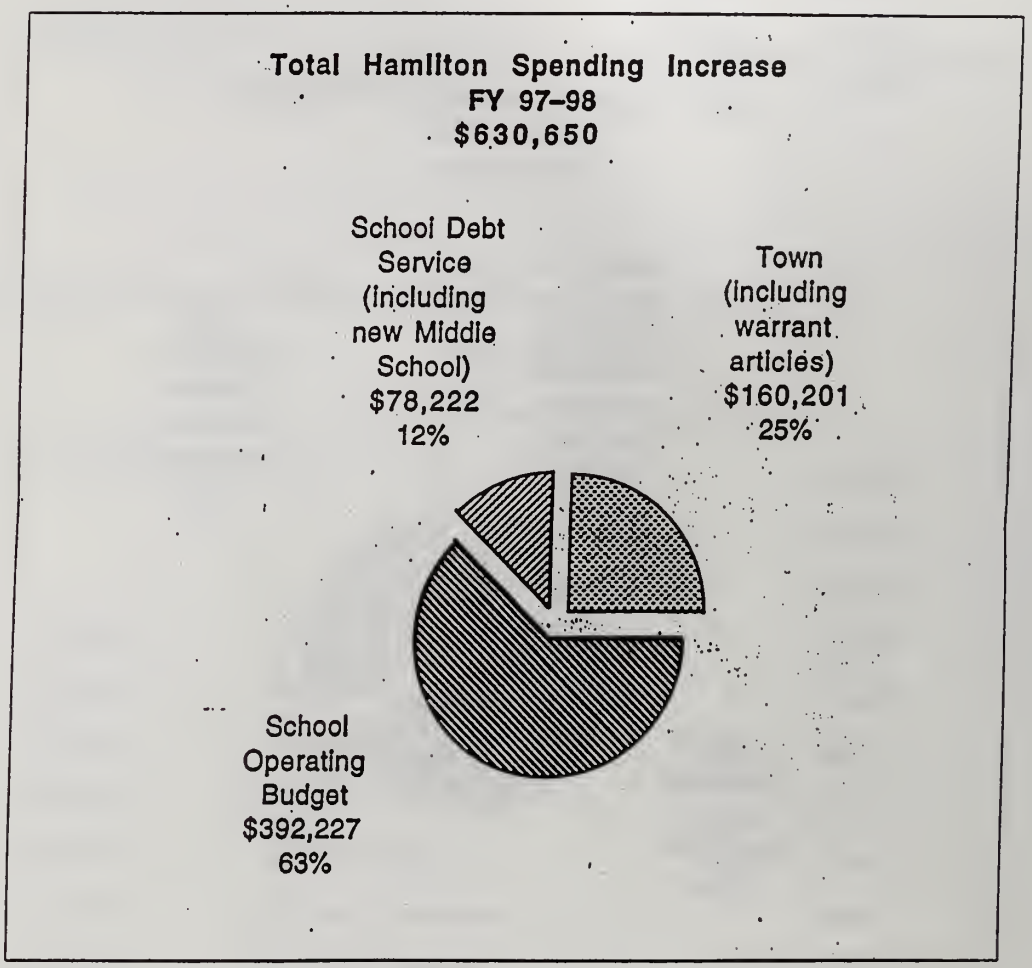


% of Total Increase

Schools	68%
Town	32%

The next slide showed the increase, made by deferring expenses in the town's operating budget and allocate funds to another area of the budget, in this case as proposed by the schools and the Selectmen, the Finance Committee feels it will only compound the problem in going forward in balancing our budget. The issue is not whether or not the schools need additional funds its how these funds should be appropriated. "We continue to believe increasing in spending beyond projected revenue growth should be funded by overrides not at the expense of other areas of the budget."

Spending Increase
(as Proposed by School Committee)



% of Total Increase

Schools	75%
Town	25%

Moderator then asked for any further reports, there being none, proceeded with the Warrant. The Warrant was duly served and posted as required by law.

ARTICLE 1-1
Election of Officers

To bring in your ballot for:

Town Moderator for one year
One Selectman for three years
One Assessor for three years
One member of Planning Board for one year
One member of Planning Board for five years
One Library Trustee for five years
One member of Housing Authority for five years

The vote on Article 1 is by ballot on Thursday, the 15th of May, 1997 at the Winthrop School. The polls will be opened at 7:00 AM and will close at 8:00 PM.

ARTICLE 1-2
Reports

Moved by David Neill, duly seconded, that reports of Town Officers and committees be received and placed on file.

David Neill then requested of the moderator that Dennis DiSalvo, Superintendent of Schools, give his report verbally.

Moderator granted permission.

Mr. DiSalvo gave a report on his background and his impression of the schools during his first 9 months here. Thanked all Town Officers, Police and townspeople for their warm welcome. Continued on to explain his concerns and needs for the schools. Thanked everyone again and wished for a successful Town Meeting.

Moderator then asked for vote on main motion.

VOICE VOTE: PASSED

****

Moderator then announced some technical corrections in the Warrant Book:
As an announcement there is a new numbering system this year, for the warrant. Articles grouped under Article 1 are Elections, Reports and Procedures, Section 2 - Finance, Section 3 - Personnel, Section 4 - Water, Section 5 - Park, Section 6 - Zoning, Section 7 - General By-Laws, Section 8 - Public Works and Section 9 - Special Appropriations. Those Sections have several Articles within that grouping.

The Corrections to Warrant Book:

1) We have two Articles numbered 9-11. Please mark the first at the bottom of page 10 as 9-11A and the one on page 11 should be 9-11B.

2) In "Appendix A, Compensation Table", p.4, under Police Union Rates, change Lieutenant pay to Highest Patrolman Pay plus 25%.

3) In "Appendix A, Compensation Table", p.2, delete Board of Health Chairman and Member from the Elected Officials section and add them to the Appointed officials section.

?4) In "Appendix B, Budget: page 1, General Government, change proposed P&C Insurance to $85,000 and the fourth line down in that same section in the item numbered 15122-5000004 that title should be changed from Administrative Assistant to Assistant to Town Administrator.

Then proceeded with meeting.

ARTICLE 1-3
Town Meeting Procedure

Moved by Peter Twining, duly seconded that the Town amend Chapter II of the Town By-Laws by adding the following Section; and that the Town adopt that procedure for the 1997 Annual Town Meeting.

"On matters requiring a two-thirds vote, either by stature or these By-Laws, a count need not be taken and the vote need not be recorded unless the vote declared is immediately questioned by seven or more voters as provided in General Laws, Chapter 39, Section 15."

Moderator then turned the gavel over to Town Counsel, Bill Shields, so that he could explain the Article.

VOICE VOTE: PASSES

****

ARTICLE 2-1
Personnel By-Law Schedule

Moved by Arthur Oberheim, duly seconded, that the Town adopt as amendments to the Personnel By-Law, the changes in the classification and compensation plans, copies of which are on file with the Town Clerk and which are set forth in Appendix A of the 1997 Warrant Book.

VOICE VOTE: PASSES

APPENDIX "A"

PERSONNEL CLASSIFICATION AND COMPENSATION SCHEDULE

The following Schedule amends the existing Schedule of Employee Classification and Compensation referenced in Sec. 6.01, 7.01 and 7.02 of the Hamilton Personnel By-Law. The Schedule, including these introductory paragraphs, is hereby adopted by reference as an Appendix to the Personnel By-Law.

For those position in the Schedule below that are marked with an asterisk "*", the Town has exercised its authority under the Town By-Laws to arrange a contract with terms that vary from the salary amounts shown in the Schedule. Therefore, the dollar amounts shown for the salary lines in the FY 98 Budget may vary from the salary amounts shown for the "*" positions in this Schedule. In these cases, the salaries and steps shown in the Schedule may be used by the contracting Board or Department to guide the selection of contract figures, or as an alternative to using a contract with a new hire. However, positions without the "*" must be paid as set forth in the Schedule, except as noted below.

The Schedule also shows all union and independent contractor positions, which are not subject to the provisions of the Personnel By-Law, as separate tables. These are also incorporated as Appendices to the Personnel By-Law. Union and independent contractor positions are governed by the terms of their contracts.

For FY 98, the Classification and Compensation Schedule reflects a new salary structure for full time administrative positions, based on a professional analysis of job content and job market rates, done by the Dix-Gallant personnel consulting firm. Positions were assigned to salary ranges. Then, a series of seven seniority steps of progressively increasing salary/wage were created for each range, with the goal of providing salary growth potential to reward depth of experience, and to encourage long-term employee to stay in Town service.

The current Town employee who will be making the transition from the old four-step system onto this new seven-step system, will enter the new system at the step selected by the Personnel Board. In choosing each entry point, the Board tried to balance both 1) the gap, if any, between the old position salary and the current average market rate for that type of position; and 2) the need to avoid drastic upward leaps in salaries that would cause a sharp impact on the Town budget. The new seniority step on which an employee enters the FY 98 salary structure may not coincide with the employee's actual length of service. In such cases, the employee will remain "out of synch" with the service length assumed by the new steps all the way to the top step.

The Selectmen and Personnel Board also decided that IF any employee's entry point onto the new scale resulted in less than a 2 1/2% increase from his/her prior salary, THEN the employee would be paid the prior year's salary plus 2 1/2% for FY 98. (Positions marked with "+" in the Schedule below will be paid between steps in FY 98 for this reason). The following year, FY 99, the employee would move to whatever was the next closest salary step above their FY 98 salary. Of course, new hires from July 1, 1997 onward would be "in synch" with the step timing throughout the range. In addition to the 2 1/2% floor for increases to existing employees affected by the changes, the whole salary structure will be annually adjusted for whatever cost of living increase may be recommended by the Finance Committee.

For all the reasons explained above, the salary/wage amounts shown in the FY 98 budget lines may in some cases not agree with the salary step amounts or seniority shown in the Classification and Compensation Table.

Also, those involved in personnel and payroll administration will have to remember that many in the current generation of Town employees will be "out of synch" with the seniority level shown for the new steps from their entry point until they get to the top. For the current generation of employees, the anniversary date for step advancement will become July 1, while new hires employed after 7/1/97 will have anniversary dates based on their actual hire date.

APPENDIX "A"

FY 98
CLASSIFICATION AND COMPENSATION OF FULL AND PART-TIME POSITIONS

KEY:
+ = Actual pay will be between steps in order to meet 2.5% minimum COLA
* = Currently paid under contract rate, which differs from sal
Budget for actual FY 98 rate, and see narrative above for explanation.
FT = Full-time position
PT = Part-time position, under 20 hours/wk.
E = Elected Official

Step Timing, in terms of months of full-time or full-time equivalent employment.

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
0 Months	6 Months	18 Month	30 Month	42 Month	54 Month	66 Months

GENERAL ADMINISTRATION (See also Town Hall Administrative Assistants Union)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
FT Town Administrator	40,000	41,600	43,264	44,994	46,794	48,666	50,613
E,FT Town Clerk	33,898	35,254	36,664	38,131	39,656	41,242	42,892
FT Treasurer Collector	33,898	35,254	36,664	38,131	39,656	41,242	42,892
*, FT Town Accountant	33,898	35,254	36,664	38,131	39,656	41,242	42,892
*, FT Chief Appraiser	40,000	41,600	43,264	44,994	46,794	48,666	50,613
FT Asst to Town Admin.	12.87/hr	13.38/hr	13.92/hr	14.48/hr	15.06/hr	15.66/hr	16.29/hr
PT Asst to Town Account	13.05/hr	13.96/hr	—	—	—	—	—
FT Selectmen's Secretary	11.08/hr	12.27/hr	12.76/hr	13.27/hr	13.80/hr	14.35/hr	14.92/hr
PT Administrative Assista	10.24/hr	10.95/hr	—	—	—	—	—
PT Clerk Typist	8.29/hr	10.52/hr	—	—	—	—	—

PUBLIC WORKS / PUBLIC SAFETY (See also DPW & Police & ECO Unions)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
FT,* Director of Public Wor	54,895	57,091	59,375	61,750	64,220	66,788	69,460
FT,* Chief of Police	54,895	57,091	59,375	61,750	64,220	66,788	69,460
FT Emergency Center Su	33,898	35,254	36,664	38,131	39,656	41,242	42,892
PT Dispatcher (1) (See ECO Union)	10.24/hr	10.95/hr	—	—	—	—	—
PT Reserve Police Officer	11.58/hr	11.87/hr	—	—	—	—	—
FT Fire Insp/Deputy Chief	33,989	35,254	36,664	38,131	39,656	41,242	42,892
PT Assistant Fire Inspect	13.13/hr	14.11/hr	—	—	—	—	—
PT Fire Equipment Mech	14.00/hr	14.58/hr	—	—	—	—	—
PT Custodian/Janitor	11.20/hr	11.83/hr	—	—	—	—	—
FT Health Agent	40,000	41,600	43,264	44,994	46,794	48,666	50,613
PT Animal Control Officer	10.33/hr	11.00/hr	—	—	—	—	—
PT Animal Inspector	$149/mo and $9.23/hr for call out						

(1) 3% Base pay differential for evenings 3 PM to 11 PM and
5% Base pay differential for nights 11 PM to 7 AM.
Shift differential will not be paid if employee is working overtime or overtime pay.

APPEXDIX A
CLASSIFICATION COMPENSATION TABLE

BUILDING AND LAND USE (See also Town Hall Administrative Assistants Union)

	Step1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
FT,* Building/Zoning Inspec	28,727	29,876	31,071	32,314	33,607	34,951	36,349
PT,* Electrical Inspector	Stipend - See next page						
PT,* Plumbing/Gas Inspect	Stipend - See next page						
FT,* Conservation Coordina	28,727	29,876	31,071	32,314	33,607	34,951	36,349
FT,* Planning Coordinator	28,727	29,876	31,071	32,314	33,607	34,951	36,349

CULTURE AND RECREATION

	Step1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
FT Recreation Director	33,898	35,254	36,664	38,131	39,656	41,242	42,892
FT Library Director	40,000	41,600	43,264	44,994	46,794	48,666	50,613
FT Assistant Library Direct	28,727	29,876	31,071	32,314	33,607	34,951	36,349
FT Children's Librarian	24,345	25,319	26,331	27,385	28,480	29,619	30,804
PT Technical Svc. Librana	10.24/hr	10.95/hr	—	—	—	—	—

SPECIAL RATES: Hourly Part Time under 20 Hours

	Range
General Clerical	6.02 - 6.47
Laborer: Light Work	6.02 - 9.13
Library Page	5.52 - 9.13
Seasonal Recreation Help	4.75 - 13.05

ELECTED OFFICIALS

Town Clerk	See Page 1 of Schedule
Chairman/Selectmen	2,488
Selectmen	2,160
Chairman/Assessors	2,186
Assessor Member	1,653
Chairman/Health	652
Health Member	367

COMPENSATION FOR OFFICIALS APPOINTED BY VARIOUS BOARDS-ANNUAL

Chairman/Board of Appeals	1252
Plumbing Inspector	4,257
Assistant Plumbing Inspector	164
Building Inspector	20,390
Assistant Building Inspector	298
Electrical Inspector	9,991
Assistant Electrical Inspector	298
Gas Inspector	4,257
Assistant Gas Inspector	164
Sealer of Weights & Measures	1,241
Registrar of Voters	288
Fire Chief	6,274
Deputy Fire Chief	625

MISCELLANEOUS

EMT - Fire Department and Police Department $30.00 per week

The following positions and compensations are Union and Contract Service positions. Compensation is currently governed by Union Contract, Private Contract, or State Formula.

CONTRACT SERVICE (SELF-EMPLOYED):

	All currently Part-Time, Receive 1099's
Assessor	25,116 Annually
Town Counsel	10,000 Annually

CALL FIREFIGHTER WAGES: HOURLY

Rank	Regular Hourly Wages	Training Hourly Wages
Chief	20.10	17.09
Assistant Chief	17.95	15.21
Captain	16.20	13.77
Lieutenant	15.50	13.18
Fire Fighter w/CPR First Responder	14.09	11.98
Probationary Fire Fighter	11.98	10.18
State Certified Fire Fighter Level 1	14.79	11.74

TOWN HALL UNION RATES: Compensation set by Contract Negotiation:
Current FY'97 Hourly Contract Rates are below.
New Contract pending.

	Step 1	Step 2	Step 3	Step 4
F/T Administrative Assistant	10.65	11.35	12.10	12.88
F/T Assistant to Treasurer	10.65	11.35	12.10	12.88
F/T Police Clerk/Stenographer	10.65	11.35	12.10	12.88
F/T Dispatcher, ECO	10.65	11.35	12.10	12.88
Janitor	11.25	12.15	12.51	*

* This step is a temporary arrangement, and the position will revert to two steps upon the incumbent leaving town emloyment.

PUBLIC WORKS UNION RATES: FY'98 Contract Rates: Hourly

	Step 1	Step 2	Step 3	Step 4
Group 1				
Foreman	14.57	15.18	15.67	16.20
Mechanic	14.57	15.18	15.67	16.20
Heavy Equipment Operator	13.33	13.88	14.49	15.01
Foreman 2	13.27	13.81	14.43	14.88
Group 2				
Truck Driver/Laborer	12.13	12.71	13.34	13.77
Laborer	11.96	12.92		

EMERGENCY CENTER DISPATCHERS UNION RATES: FY'98 Contract Rates: Weekly

	Step 1	Step 2	Step 3	Step 4
7/1/97 - 12/31/97	417.60	445.20	474.80	504.80
1/1/98 - 6/30/98	421.60	449.60	479.60	510.00

POLICE UNION RATES: FY'97 Contract Rates
Base Pay - Weekly Rate

	Appointment Step 1 7/1/96 6/30/97	Second Year: Step 2 7/1/96 - 6/30/97	Third Year: Step 3 7/1/96-6/30/97
Patrolman	563.74	632.29	700.25
Sergeant	Highest Patrolman Pay Plus 15%		805.29
Lieutenant	Highest Patrolman Pay Plus 15%		875.31

Increment Factors EMT Pay, $30 Per Week

Shift Pay –
Evening Shift (4PM to Midnight) 3% of Base
Night Shift (Midnight to 8AM) 5% of Base

Longevity

Completed Years of Service	Weekly Payment
5 but not 10	2.5% of Weekly Salary
10 but not 15	5.0% of Weekly Salary
15 but not 20	7.5% of Weekly Salary
20 or more	10.0% of Weekly Salary

ARTICLE 2-2
Appropriations

Moderator explained the procedure for handling the budget he would read the appropriation which is set forth in Appendix B. He will read each line item and if anyone wishes to question or debate an item they need simply call "HOLD" after the item is read, item will then be marked "HELD" and will be taken up in order after the items have been moved and approved. Continued to read the budget:

APPENDIX B

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

	ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98	CHANGES
				GENERAL TOWN GOVERNMENT				
				SELECTMEN				
	2,250	2,318	15122-510001	SALARY OF CHAIRMAN	2,388	60	2,448	
	3,975	4,094	15122-510002	SALARIES OF MEMBERS	4,216	104	4,320	
	35,197	40,150	15122-500003	TOWN ADMINISTRATOR	42,821	2,173	44,994	
H	22,632	26,186	15122-500004	ADMINISTRATIVE ASSIST ASST. TO TOWN ADMIN.	25,258	(1,240)	24,018	25,194
	26	0	15122-510005	CONTRACT SERVICES	1,167	2,152	3,319	
	5,250	7,152	15122-540006	EXPENSES	6,500	1,500	8,000	
	1,500	2,000	15122-520007	H A W C	2,000	500	2,500	
	1,800	1,800	15122-520008	SR HOME CARE SERVICE	1,872	(18)	1,854	
	2,250	2,250	15122-520009	HEALTH & EDUCATION SERVICES	2,750	0	2,750	
			15122-520010	EMPLOYEE ASSIST PROGRAM	2,500	0	2,500	
	14,964	43,904	15122-540011	COMPUTER EXPENSE	22,000	(2,000)	20,000	
		31	15122-520012	M A P C	500	1,286	1,786	
	43,454	45,994	15122-520015	STREET LIGHTING EXPENSE	47,250	2,750	50,000	
	208,364	232,711	15911-560001	RETIREMENT FUND	257,181	23,949	281,130	
	11,698	51,672	15192-540003	TOWN HALL MAINTENANCE	20,000	(2,000)	18,000	
	6,964	16,184	15192-540004	JR HIGH MAINTENANCE	16,000	16,000	32,000	
	5,000	5,008	15122-540013	TOWN REPORTS	5,200	300	5,500	
	1,899	1,756	15692-540001	MEMORIAL DAY	1,900	0	1,900	
	67,643	79,806	15916-570003	P&C INSURANCE	91,000	0	91,000	85,000
	187,736	202,474	15914-570002	GROUP HEALTH/LIFE INSURANCE	247,320	(32,320)	215,000	
	14,831	16,867	15917-560004	MEDICARE TAX	20,250	4,250	24,500	
	18,878	22,096	15918-560005	FICA TAX	26,100	4,900	31,000	
	12,500	12,421	15122-520014	TELEPHONE EXPENSE	11,500	1,500	13,000	
		(87,451)		LESS WATER ENTER REIMB	(71,689)	(1,811)	(73,500)	
	666,811	729,423			785,984	22,035	808,019	803,195
				TOWN HALL				
	23,511	22,052	15192-500001	WAGES/OUTSIDE CONTRACTOR	26,121	0	26,121	
	19,275	19,438	15192-540002	EXPENSES	19,500	0	19,500	
	42,786	41,490			45,621	0	45,621	
				RECREATION				
H	31,172	25,484	15630-500001	SALARY OF DIRECTOR	30,230	4,346	34,576	PASSED
		14,182	15630-510002	ADMINISTRATIVE ASSISTANT	14,813	598	15,411	
			15630-510003	CUSTODIAN	8,257	(300)	7,957	
				UTILITIES		6,200	6,200	
	31,172	39,666			53,300	10,844	64,144	
				TOWN ACCOUNTANT				
	26,798	29,594	15135-510001	ACCOUNTANT WAGES	30,685	767	31,452	
	6,889	10,478	15135-510002	ASSISTANT ACCOUNTANT	11,376	(140)	11,236	
	2,146	2,193	15135-520003	EXPENSES	2,255	70	2,325	
	6,200	1,344	15135-520004	AUDIT - RESTRICTED	1,100	400	1,500	
	42,033	43,609			45,416	1,097	46,513	
				TREASURER/COLLECTOR				
	35,425	36,488	15145-500001	SALARY OF TREAS/COLL	37,583	940	38,523	
	23,722	24,375	15145-500002	ASST TO TREAS/COLL	25,258	(2,967)	22,291	
	1,561	3,979	15145-510003	TEMPORARY PART TIME	8,352	(2)	8,350	
	8,705	8,737	15145-520004	EXPENSES	10,000	150	10,150	
	636	511	15145-520005	EQUIPMENT RENTAL & PURCHAS	600	(600)	0	
				BORROWING DISCLOSURE	1,100	0	1,100	
	15,748	17,236	15145-520006	PROCESSING CHARGES	17,000	(2,000)	15,000	
	85,795	91,328			99,893	(4,479)	95,414	
				TOWN CLERK				
	35,425	36,488	15161-500001	SALARY OF TOWN CLERK	37,583	940	38,523	
	23,722	21,963	15161-500002	ADMINISTRATIVE ASSIST	21,917	1,375	23,292	
		74	15161-510003	TEMPORARY PART TIME	300	200	500	
	5,769	4,425	15161-540004	EXPENSES	4,975	150	5,125	
	64,916	62,950			64,775	2,665	67,440	

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

	ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98	CHANGES
				TOWN COUNSEL				
	6,000	6,180	15151-510001	SALARY OF TOWN COUNSEL	6,385	3,635	10,000	
H	19,316	21,015	15151-520002	EXPENSES	20,000	15,000	35,000	PASSED
	25,316	27,195			26,365	18,635	45,000	
				ELECTION & REGISTRATION				
	840	757	15162-510001	SALARIES OF REGISTRARS	892	20	912	
	18,982	14,657	15162-540002	EXPENSES	13,164	(3,714)	9,450	
	19,822	15,414			14,056	(3,694)	10,362	
				POLICE				
	60,613	61,400	15210-500001	SALARY OF CHIEF	68,130	1,997	70,127	
	559,499	604,782	15210-500002	WAGES OF OFFICERS	626,817	18,805	645,622	
	18,085	18,677	15210-540003	TRAINING	19,448	584	20,032	
	21,618	22,471	15210-530004	OVERTIME	23,398	702	24,100	
	2,143	2,650	15210-510005	SPECIAL INVESTIGATION	2,800	85	2,885	
	10,935	11,478	15210-510006	COURT DUTY AND LOCK UP	11,944	359	12,303	
	25,339	26,000	15210-500007	WAGES CLERK STENOGRAPHER	26,894	0	26,894	
	33,575	34,497	15210-540008	EXPENSES	34,500	1,000	35,500	
			15210-520009	BAPERN SERVICE CONTRACT	2,350	0	2,350	
	13,750	13,998	15210-580010	UNIFORMS	14,000	1,000	15,000	
	4,999	4,998	15210-580011	EQUIPMENT	5,000	0	5,000	
	17,500	18,000	15210-580012	CRUISER	23,877	344	24,221	
				CIVILIAN DEFENSE				
	476	476	15291-540001	AUXILIARY POLICE EXPENSES	500	0	500	
	749	741	15291-540002	AUXILIARY POLICE UNIFORMS	750	0	750	
	1,937	1,910	15291-540003	EMERGENCY SERVICES	2,000	0	2,000	
				ANIMAL CONTROL				
	3,849	2,600	15292-520001	CONTRACT	2,600	0	2,600	
	2,449	4,902	15292-510002	PATROLLING	9,500	0	9,500	
	3,063	3,134	15292-540003	EXPENSES	5,000	0	5,000	
	780,579	832,714			879,508	24,876	904,384	
				FIRE DEPARTMENT				
	5,769	5,943	15220-510001	SALARY OF CHIEF	6,121	153	6,274	
	65,327	57,558	15220-510002	WAGES OF CALL FIREFIGHTERS	60,000	3,000	63,000	
	36,115	37,485	15220-500003	SALARY OF INSPECTOR	38,610	965	39,575	
	9,160	8,624	15220-510004	WAGES OF MECHANIC	8,885	222	9,107	
	41,170	41,149	15220-540005	EXPENSES	46,150	(616)	45,534	
	25,992	25,991	15220-540006	TRAINING	26,000	0	26,000	
	6,000	5,991	15220-510007	STATION DUTY	7,000	1,000	8,000	
	2,300	2,300	15220-510008	ASSISTANT CHIEFS	2,440	60	2,500	
	1,997	1,997	15220-540009	FIRE PREVENTION	2,000	0	2,000	
H		2,000	15220-510010	ASSIST INSPECTOR (VACATION)	3,000	9,400	12,400	PASSED
	193,830	189,038			200,206	14,184	214,390	
				POLICE/FIRE STATION				
	18,749	19,373	15290-540001	MAINTENANCE	19,500	2,000	21,500	
	4,041	4,968	15290-520002	CONTRACT SERVICES	5,000	500	5,500	
	6,999	2,365	15290-540003	RENOVATIONS & REPAIRS	7,500	(2,500)	5,000	
	29,789	26,704			32,000	0	32,000	
				EMERGENCY REPORT CENTER				
	31,516	33,092	15233-500001	SALARY OF SUPERVISOR	34,085	2,579	36,664	
	97,682	103,092	15233-500002	WAGES OF DISPATCHERS	111,113	7,828	118,941	
	15,373	16,134	15233-540003	EXPENSES	17,425	8,342	25,767	
	144,571	152,318			162,623	18,749	181,372	
				SEALER OF WEIGHTS & MEASURES				
	1,141	1,175	15246-540001	SALARY OF SEALER	1,210	31	1,241	
	343	94	15246-540002	EXPENSES	98	104	200	
	1,484	1,269			1,308	135	1,441	

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98
			OTHER TOWN BOARDS AND COMMITTEES			
			FINANCE COMMITTEE			
247	165	15131-540001	EXPENSE	265	59	324
			ASSESSORS			
2,000	2,060	15141-510001	SALARY OF CHAIRMAN	2,122	64	2,188
3,000	3,090	15141-510002	SALARIES OF MEMBERS	3,182	88	3,270
23,722	24,375	15141-500003	ADMINISTRATIVE ASSIST	25,258	(45)	25,213
1,417	1,500	15141-520004	BOARD/STAFF TRAINING	1,750	250	2,000
6,222	7,498	15141-510005	PART TIME CLERICAL	7,724	1,289	9,013
6,000	1,000	15141-520006	COMPUTER SERVICES	2,100	300	2,400
3,839	4,276	15141-540007	EXPENSES	5,055	(555)	4,500
25,116	25,116	15141-510008	CONTRACT SERVICES/WAGES	25,116	0	25,116
71,316	68,915			72,307	1,391	73,698
			PERSONNEL BOARD			
84	299	15152-540001	EXPENSES	350	0	350
			PLANNING BOARD			
11,130	11,147	15172-510001	COORDINATOR	12,958	1,384	14,342
8,779	775	15172-510002	CONTRACT SERVICES	1,205	165	1,370
888	2,368	15172-540003	EXPENSES	1,250	0	1,250
20,795	14,290			15,413	1,549	16,962
			APPEAL BOARD			
1,150	1,185	15173-510001	SALARY OF CHAIRMAN	1,221	31	1,252
	1,285	15173-540002	EXPENSES	1,650	0	1,650
1,150	2,470			2,871	31	2,902
			CONSERVATION COMMISSION			
13,520	12,990	15171-510001	COORDINATOR WAGES	14,310	471	14,781
1,339	2,175	15171-540002	EXPENSES	2,450	404	2,854
14,859	15,165			16,760	875	17,635
			BOARD OF HEALTH			
600	618	15511-510001	SALARY OF CHAIRMAN	636	16	652
675	695	15511-510002	SALARIES OF MEMBERS	716	18	734
7,161	10,634		ADMINISTRATION	0	0	0
28,457	29,311	15511-510003	AGENT	29,962	856	30,818
23,722	24,375	15511-500004	ADMINISTRATIVE ASSISTANT	26,708	(1,495)	25,213
			PART TIME ADMIN ASSISTANT		6,700	6,700
6,673	6,424	15511-540005	EXPENSES	19,794	(6,744)	13,050
		15511-510006	ANIMAL INSPECTOR WAGES	1,740	60	1,800
4,148			CAPE ANN MENTAL HEALTH	0	0	0
3,180	4,000	15511-520007	PUBLIC HEALTH NURSING	4,200	200	4,400
		15511-530008	SICK LEAVE BUY BACK	7,728	(7,728)	0
74,616	76,057			91,484	(8,117)	83,367
			COUNCIL ON AGING			
3,400	3,684	15541-540001	EXPENSES	4,500	400	4,900
186,467	181,045		TOTAL OTHER BOARDS & COMMITTEES	203,950	(3,812)	200,138
			LIBRARY TRUSTEES			
			LIBRARY			
38,846	40,011	15610-500001	SALARY OF LIBRARIAN	41,210	2,054	43,264
29,118	29,992	15610-500002	SALARY OF ASSIST LIBRARIAN	30,892	1,422	32,314
30,225	23,215	15610-500003	SALARY OF CHILDREN LIBRARIAN	25,667	1,718	27,385
31,575	32,367	15610-510004	WAGES OF CLERKS	33,339	2,337	35,676
			PART TIME VACATION COVERAGE		2,188	2,188
8,414	8,520	15610-510005	WAGES OF CUSTODIAN	9,227	231	9,458
48,655	53,350	15610-540006	EXPENSES-GENERAL	52,634	2,551	55,185
25,075	26,181	15610-540007	EXPENSES-MAINTENANCE	26,933	1,703	28,636
1,763	1,306	15610-540008	BUILDING REPAIR & MAINTENANCE	3,315	0	3,315
213,671	214,942		TOTAL LIBRARY TRUSTEES	223,217	14,204	237,421

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98	CHANGES
			INSPECTIONAL SERVICES DEPARTMENT				
9,891	10,911	15241-510001	SALARY OF BUILDING INSPECTO	19,893	497	20,390	
10,657	16,531	15241-500002	ADMINISTRATIVE ASSISTANT	25,258	(45)	25,213	
		15241-510003	BUILDING INSP ASSISTANT	291	7	298	
			INSPECTIONAL SVCS EXPENSES	0	12,115	12,115	
2,138	3,192	15241-540004	BUILDING INSPECTOR EXPENSES	5,100	(5,100)	0	
9,187	9,463	15241-510005	SALARY OF ELECTRICAL INSPEC	9,747	244	9,991	
275		15241-510006	ELECTRICAL INSP ASSISTANT	291	7	298	
2,100	1,828	15241-540007	ELECT INSPECTOR EXPENSES	4,000	(4,000)	0	
3,914	4,032	15242-510001	SALARY OF GAS INSPECTOR	4,153	104	4,257	
150	155	15242-510002	GAS INSPECTOR ASSISTANT	160	4	164	
420	200	15242-540003	GAS INSPECTOR EXPENSES	285	(285)	0	
3,914	4,032	15243-510001	SALARY OF PLUMBING INSPECTO	4,153	104	4,257	
150	155	15243-510002	PLUMBING INSPECTOR ASSISTAN	160	4	164	
703	308	15243-540003	PLUMBING INSPECTOR EXPENSE	350	(350)	0	
43,499	50,807			73,841	3,306	77,147	
			VETERANS' BENEFITS				
24,012	24,096	15543-520001	ADMINISTRATION	25,305	635	25,940	
3,631	1,076	15543-570002	EXPENSES	13,000	0	13,000	
27,643	25,172			38,305	635	38,940	
2,200,046	2,329,095		TOTAL GENERAL TOWN GOVERNMEN	2,523,199	108,988	2,632,187	2,627,363

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

	ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98	CHANGES
				BOARD OF PUBLIC WORKS				
				BOARD OF PUBLIC WORKS				
	1,000	1,030	15421-510001	SALARY OF CHAIRMAN	1,061	(1,061)	0	
	1,500	1,545	15421-510002	SALARIES OF MEMBERS	1,592	(1,592)	0	
H	53,108	34,484	15421-500003	DIRECTOR OF PUBLIC WORKS	51,740	10,640	62,380	PASSED
	30,786	31,907	15421-500004	MECHANIC WAGES	32,991	835	33,826	
	1,981	1,963	15421-530005	OVERTIME WAGES	3,557	90	3,647	
	23,678	22,913	15421-500006	ADMINISTRATIVE ASSIST	24,995	218	25,213	
		830	15421-510007	PART TIME CLERK	875	(875)	0	
	10,668	11,174	15421-520008	FUEL	12,000	0	12,000	
	15,545	16,056	15421-540009	VEHICLE, EQUIP R&M, GARAGE	18,000	0	18,000	
	6,725	8,760	15421-520010	UTILITIES	9,250	0	9,250	
	1,805	2,478	15421-520011	ADVERTISING	2,500	0	2,500	
	5,791	13,552	15421-540012	EXPENSES	15,500	(3,000)	12,500	
				RETIRE SICK BUYBACK	0	0	0	
	5,200		15421-520013	EARLY RETIREMENT INCENTIVE	5,200	0	5,200	
	2,319	298	15421-540014	DPW GARAGE MAINTENANCE	3,500	(2,000)	1,500	
		(44,853)		LESS WATER ENTER REIMB	(32,387)	887	(31,500)	
	160,106	102,137			150,374	4,142	154,516	
				SANITATION				
	97,249	93,600	15433-520001	COLLECTION & HAULING	97,344	3,879	101,223	
	267,080	277,297	15433-520002	NESWC	297,065	0	297,065	
			15433-520003	WATER & SOIL TESTING	2,500	0	2,500	
		5,560	15433-520004	LEAF COLLECTION	5,880	370	6,250	
	69,722	62,400	15433-520005	RECYCLING	64,896	2,581	67,477	
				HAZARDOUS WASTE	0	3,200	3,200	
	434,051	438,857			467,685	10,030	477,715	
				HIGHWAY				
	119,136	121,469	15422-500001	WAGES	130,470	21,255	151,725	
	8,433	6,525	15422-530002	OVERTIME WAGES	7,216	184	7,400	
	6,599	5,782	15422-510003	SUMMER WAGES	7,190	0	7,190	
	3,939	4,248	15422-540004	EXPENSES	4,250	750	5,000	
	10,986	50,439	15423-530001	SNOW REMOVAL OVERTIME	23,500	0	23,500	
	29,398	113,273	15423-520002	SNOW REMOVAL EXPENSES	55,000	0	55,000	
	59,300	41,704	15422-540005	HIGHWAY MAINTENANCE	61,800	0	61,800	
	20,425			HIGHWAY RECONSTRUCTION	0	0	0	
		6,969	15422-540006	TREE EXPENSE	10,000	2,000	12,000	
	258,216	350,409			299,426	24,189	323,615	
				CEMETERY (1)				
	14,118	14,664	15429-500001	WAGES	15,217	380	15,597	
	5,725	6,987	15429-530002	OVERTIME WAGES	6,988	187	7,175	
	11,095	10,412	15429-510003	SUMMER WAGES	10,530	0	10,530	
	520	520	15429-510004	CLERK	520	30	550	
	2,858	4,057	15429-540005	EXPENSES	4,250	5,950	10,200	
	9,247	6,630	15429-540006	IMPROVEMENTS	3,000	0	3,000	
	43,563	43,270			40,505	6,547	47,052	

(1) - ACTUAL AMOUNT FROM TAX BASE REDUCED BY TRANSFERS FROM SALE OF LOTS & GRAVES AND PERPETUAL CARE FUNDS. SEE FINANCIAL ACTIONS ARTICLE.

				PARKS				
	28,302	29,328	15650-500001	WAGES	30,318	752	31,070	
	4,758	4,904	15650-530002	OVERTIME WAGES	5,054	146	5,200	
	3,300	3,840	15650-510003	SUMMER WAGES	3,000	0	3,000	
	5,750	8,310	15650-540004	EXPENSES	10,000	4,600	14,600	
	2,222	1,997	15650-540005	BUILDING R & M	2,250	0	2,250	
	44,332	48,379			50,622	5,498	56,120	
	940,268	983,052		TOTAL BOARD OF PUBLIC WORKS	1,008,612	50,406	1,059,018	
	3,540,452	3,708,134		TOTAL TOWN OPERATING BUDGET	3,958,978	169,786	4,128,764	

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

	ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98	CHANGES
				SCHOOL COMMITTEE				
				H-W REGIONAL SCHOOL				
H	5,778,446	6,018,446	15300-520001	OPERATING BUDGET	6,368,446	350,000	6,718,446	PASS
				DEBT SERVICE - NEW PROJECT*	48,139	129,946	178,085	
	141,943	136,840	15300-590002	DEBT SERVICE - EXISTING	134,329	(51,724)	82,605	
				* - PRIOR YEAR RECLASSIFIED FOR COMPARATIVE PURPOSES				
	5,920,389	6,155,286		TOTAL H-W REGIONAL SCHOOL	6,550,914	428,222	6,979,136	
	9,460,841	9,863,420		TOTAL HAMILTON OPERATING BUDGE	10,509,892	598,008	11,107,900	11,103,076
				WATER ENTERPRISE FUND				
	483,113	545,970	64450-421000	INCOME	618,000	0	618,000	
		9,305	64450-484000	MISCELLANEOUS INCOME				
			64450-482000	INTEREST INCOME	3,500	0	3,500	
	483,113	555,275			621,500	0	621,500	
	82,603	87,173	65450-500001	WAGES	92,105	39,505	131,610	
	22,685	17,846	65450-530002	OVERTIME	24,067	613	24,680	
	21,787	23,110	65450-500003	CLERICAL	25,358	(145)	25,213	
		343	65450-510004	PART TIME CLERK	875	(875)	0	
	1,627	553	65450-530005	CLERICAL OVERTIME	1,545	1,455	3,000	
	27,932	34,981	65450-580006	SYSTEM MAINTENANCE	35,000	5,000	40,000	
			65450-570007	BENEFITS	104,076	924	105,000	
				DEPRECIATION	0	0	0	
	14,000	71,221	65450-520008	CONTRACT SERVICES	85,000	(35,000)	50,000	
	45,958	49,171	65450-520009	UTILITIES	42,500	8,500	51,000	
	3,440	3,619	65450-520010	FUEL/VEH R & M	8,000	500	8,500	
	26,392	55,950	65450-540011	WELL MAINTENANCE	50,000	5,000	55,000	
	12,475	13,611	65450-540012	EXPENSES	15,100	650	15,750	
	1,358	148	65450-520013	LITIGATION	3,000	(1,500)	1,500	
	7,616		65450-580014	GATE REPLACEMENT	12,000	0	12,000	
	34,166	28,796	65450-580015	METERS	30,000	(12,000)	18,000	
	2,413		65450-	DEBT SERVICE	0	0	0	
	2,305	1,450	65450-	LEAK DETECTION	0	0	0	
	27,060	13,612	65450-580016	CAPITAL IMPROVEMENT	55,000	0	55,000	
			65450-580017	WATER PICK UP TRUCK	30,000	(30,000)	0	
	333,817	401,584			613,626	(17,373)	596,253	
	149,296	153,691		NET OPERATING SURPLUS (DEFICIT)	7,874	17,373	25,247	

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT	TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98
		FOR INFORMATIONAL PURPOSES ONLY			
		RECREATION REVOLVING			
		REVENUE:			
		SUMMER PARK PROGRAM	53,370	6,930	60,300
		FACILITY USER FEES	6,650	3,350	10,000
		FUNDRAISING		7,500	7,500
		SPORTS ACTIVITIES	6,850	8,650	15,500
72,971	91,457	TOTAL REVENUE	66,870	26,430	93,300
		EXPENSES:			
		SUMMER PROGRAM EXPENSES	57,459	(2,659)	54,800
		SPRING/FALL/WINTER PROGRAMS	0	13,000	13,000
		FIELD & FACILITY IMPROVEMENTS		10,000	10,000
		PATTON PARK EQUIPMENT	0	0	0
		OTHER EXPENSES	8,549	2,551	11,100
79,285	73,433	TOTAL EXPENSES	66,008	22,892	88,900
(6,314)	18,024	NET OPERATING SURPLUS (DEFICIT)	862	3,538	4,400

Moved by Richard Low, duly seconded, that the Town raise and appropriate the sums for schools, highways and all other Town expenses which are set forth in the 1998 Fiscal Year Budget appearing as Appendix B of the Warrant Book with the additions and corrections read by the moderator, excepting those items held.

VOICE VOTE: PASSED

Moderator then returned to "HELD" items:

1ST item held: Salary for the Assistant to the Town Administrator.

Moved by David Neill, duly seconded, that the Town raise and appropriate $25,194 for the position of Assistant to the Town Administrator.

Mr. Neill went on to explain he wished to amend the number from $24,018, which is printed, to $25,194 an increase of $1,176.

Candace Wheeler, Town Administrator, was granted permission to address the meeting, and went on to explain the reason behind the change in title from Administrative Assistant to Assistant to Town Administrator. Recommending to the Town tonight the change in title and the salary reflect the increase in responsibility that will be requested of that person.

VOICE VOTE: PASSED

2ND item held: Recreation - Salary of Director

Susan Kallock, 21 Savoy Road, asked how much of this salary would be paid by Wenham.

Peter Twining, Selectman, explained that the Joint Recreation program is funded: 37% of the entire expense of the program, including the Director is paid by Wenham, 63% is paid by Hamilton.

Moved by Richard Low, duly seconded, that the Town raise and appropriate $34,576 for salary of Recreation Director.

VOICE VOTE: PASSED

3RD item held: Town Counsel - Expenses

Peter Twining explained the increase was due to outstanding litigation against the Town.

Moved by Richard Low, duly seconded that the Town raise and appropriate $35,000 for legal expenses.

VOICE VOTE: PASSED

4TH item held: Fire Department - Assistant Inspector

Moderator continued to hold this item until the school budget is voted on, per request by Peter Twining, Selectman.

5TH item held: Board of Public Works - Director of Public Works

After lengthy discussion, Moderator called for the motion.

Moved by Richard Low, duly seconded, that the Town raise and appropriate $62,380 for the Director of Public works.

VOICE VOTE: PASSED

6TH item held: H-W Regional School - Operating Budget

Moved by John McWane, duly seconded that the Town raise and appropriate $6,760,723 as its proportionate share of the FY'98 Hamilton-Wenham School District Budget as approved by the Regional School Committee at its meeting on Thursday, May 1, 1997 and by Wenham at its Town Meeting on Saturday, May 3, 1997.

After lengthy discussion, with statements by Jaclyn Finocchio, Chairman H-W Regional School District Committee; David Neill, Selectman; and John McWane, School Committee Member in favor and Richard Low, Finance Committee Chairman against, and from the floor, Richard Low called for the question.

Moderator explained the motion to call the question is non-debatable and requires a 2/3 vote.

VOICE VOTE: PASSED BY 2/3 VOTE

Moderator then repeated motion made by John McWane and called for vote. Simple majority required.

COUNTED: YES - 114
NO - 148

The motion did not carry.

Moved by Richard Low, Chairman of Finance Committee, duly seconded, that the Town raise and appropriate $6,718,446 for the operating budget of the Regional School District for Fiscal Year'98.

VOICE VOTE: PASSED

Moderator returned to the Fire Department budget for item held for the Assistant Inspector.

Moved by Peter Twining, Selectmen, duly seconded, that the hold be removed and the salary of the Assistant Fire Inspector be set at $12,400.

VOICE VOTE: PASSES

ARTICLE 2-3
Water Enterprise

Moved by Gordon Thompson, duly seconded that the Town approve and adopt the water Enterprise Budget set forth on Page 7 of Appendix B to the 1997 Warrant Book.

VOICE VOTE: PASSED

TOWN OF HAMILTON
FISCAL YEAR 6/30/98 BUDGET

ACTUAL EXPENDITURE FISCAL '95	ACTUAL EXPENDITURE FISCAL '96	ACCOUNT		TOTAL APPROPRIATION FISCAL '97	CHANGE	TOTAL RECOMMENDED FISCAL '98
			WATER ENTERPRISE FUND			
483,113	545,970	64450-421000	INCOME	618,000	0	618,000
	9,305	64450-484000	MISCELLANEOUS INCOME			
		64450-482000	INTEREST INCOME	3,500	0	3,500
483,113	555,275			621,500	0	621,500
82,603	87,173	65450-500001	WAGES	92,105	39,505	131,610
22,685	17,846	65450-530002	OVERTIME	24,067	613	24,680
21,787	23,110	65450-500003	CLERICAL	25,358	(145)	25,213
	343	65450-510004	PART TIME CLERK	875	(875)	0
1,627	553	65450-530005	CLERICAL OVERTIME	1,545	1,455	3,000
27,932	34,981	65450-580006	SYSTEM MAINTENANCE	35,000	5,000	40,000
		65450-570007	BENEFITS	104,076	924	105,000
			DEPRECIATION	0	0	0
14,000	71,221	65450-520008	CONTRACT SERVICES	85,000	(35,000)	50,000
45,958	49,171	65450-520009	UTILITIES	42,500	8,500	51,000
3,440	3,619	65450-520010	FUEL/VEH R & M	8,000	500	8,500
26,392	55,950	65450-540011	WELL MAINTENANCE	50,000	5,000	55,000
12,475	13,611	65450-540012	EXPENSES	15,100	650	15,750
1,358	148	65450-520013	LITIGATION	3,000	(1,500)	1,500
7,616		65450-580014	GATE REPLACEMENT	12,000	0	12,000
34,166	28,796	65450-580015	METERS	30,000	(12,000)	18,000
2,413		65450-	DEBT SERVICE	0	0	0
2,305	1,450	65450-	LEAK DETECTION	0	0	0
27,060	13,612	65450-580016	CAPITAL IMPROVEMENT	55,000	0	55,000
		65450-580017	WATER PICK UP TRUCK	30,000	(30,000)	0
333,817	401,584			613,626	(17,373)	596,253
149,296	153,691		NET OPERATING SURPLUS (DEFICIT)	7,874	17,373	25,247

ARTICLE 2-4
Annual Financial Actions

Moved by Richard Low, duly seconded that the Town:

A. Raise and appropriate $80,000 for the Finance Committee's Reserve Account.
B. Raise and appropriate $20,000 for the Stabilization Fund.
C. Transfer $2,000 from the Cemetery Sale of Lots and Graves Account to be used for cemetery purposes.
D. Transfer $21,000 from the Cemetery Perpetual Care Account to be used for cemetery purposes.
E. Transfer $14,903.96 from the Clark Property Account to the Conservation Fund.
F. Appropriate $824.00 the local share of fees collected under the Wetlands Protection Act and deposited in the Wetlands Protection Fund to be used for conservation purposes by the Conservation Commission.
G. Reauthorize the compost bin revolving fund as required by General Laws, Chapter 44, Section 53E 1/2.
H. Appropriate the full amount made available under General Laws, Chapter 90 for reconstruction and improvement of Town Streets.
I. Raise and appropriate $3,600 for operating costs of the Town ambulance and to authorize the setoff of estimated receipts from user fees pursuant to General Laws Chapter 40, Section 53E; and
J. Transfer $32,071.39 from available funds for annual lease payments under existing equipment leases, and for fees relating to the Bapern System and Air Van.

VOICE VOTE: PASSED

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ARTICLE 2-5
North Shore Regional Vocational School District

Moved by David Neill, duly seconded that the Town approve the gross operating and maintenance budget of the North Shore Regional Vocational School District in the amount of $5,811,401.00 and raise and appropriate $63,889 as the Town's assessed portion thereof.

VOICE VOTE: PASSES

****

ARTICLE 3-1
Personnel By-Law Changes

Moved by Arthur Oberheim, duly seconded that the Town adopt as amendments to the Personnel By-Law proposed amendments which are on file with the Town Clerk and which appear as Appendix C in the Warrant Book, with the following addition: at the end of the proposed last sentence of the first paragraph of Section 1.01, include the words, "with the concurrence of the Personnel Board".

VOICE VOTE: PASSED

APPENDIX C: Proposed Changes to the Personnel By-Laws
RE: Article 3-1

Amend the Hamilton Personnel By-Law, Sec. 1.01, by inserting in the first sentence a phrase, as shown in bold type below, so that the sentence reads as follows:

"All Town departments and all positions in Town service other than those under collective agreement **and those for which contract authority is created by the By-Laws of the Town,** shall be subject to the provisions of this By-Law;"...

and by inserting the following sentence at the end of the first paragraph of Sec. 1.01:

> For the contract positions as set forth above, compensation and benefits may vary from the provisions of the Personnel By-Law, as determined by the contracting authority, with the concurrence of the Personnel Board.

Amend Sec. 7.01, "Compensation Plan Establishment", by adding to the beginning of the first paragraph the following:

> "Employees who are subject to the Personnel By-Law, as provided in Sec. 1.01 hereof, shall be paid according to the Compensation Plan established herein."

****

ARTICLE 4-1
Water Treatment

Moved by Paul Ricker, Board of Public Works, duly seconded, that the Town borrow $440,000 for study, planning, design, and preparation of bid documents and completion of bid process for water treatment facilities and that in accordance with Chapter 2, Section 8 of the Town By-Laws. The vote on this motion shall be by ballot on Thursday, May 15, 1997, at the Winthrop School, the polls to be open at 7:00 AM and to close at 8:00 PM.

Mr. Ricker gave a lengthy explanation for the reason for this article and due to the fact this was the last meeting for the Board of Public Works, which will now be under the direction of the Board of Selectmen, he wanted to take this opportunity to thank Nancy Stevens and Gail Hannable for their services to the Department of Public Works and the Water Department for their handling of the many complaints.

Mr. Ricker then introduced James Finnigan of Western and Sampson, and the Moderator granted him permission to speak.

After lengthy discussion Moderator explained that due to the fact that this is a borrowing motion for more than $50,000 under the Town's By-Law, it has to be placed on the ballot and voted on by ballot, which will be on May 15, the annual Town Election. In order to be placed on the ballot, it must be voted at Town Meeting by a simple majority vote; for the appropriation to be authorized by the ballot it requires a 2/3 vote.

Town Counsel added that if you vote "No" and do not fix the time and place for this motion to be acted upon, that this is a "No" vote and no action will be taken. If this motion passes then it will be put on the ballot and there will be a 2/3 vote at the ballot.

VOICE VOTE: PASSES (The question will be on the ballot May 15th.)

****

Moderator then announced that due to the time, 10:25 PM, he would propose that we deal with Article 4-2 and 5-1 and would like to tackle the three zoning articles before adjourning. Feels we would not be able to go beyond that tonight. Asked to bear with him so this could be accomplished.

****

ARTICLE 4-2
Water Use Restriction By-Law

Moved by Gordon Thompson, duly seconded that the Town adopt as a By-Law of the Town a Water Use Restriction By-Law in the form set forth in Appendix D of the 1997 Warrant Book.

VOICE VOTE: PASSES

APPENDIX D: PROPOSED ADDITION TO THE TOWN BY-LAWS
Water Use Restriction By-Law

Section 1: Authority

This By-Law is adopted by the Town under its police powers to protect public health and welfare and its power under G.L. Ch. 40, Sec. 21 *et seq.* and implements the Town's authority to regulate water use pursuant to G.L. Ch.41, Sec. 69B. This By-Law also implements the Town's authority under G.L. Ch.40, Sec. 41A, conditioned upon a declaration of water supply emergency issued by the Massachusetts Department of Environmental Protection.

Section 2: Purpose

The purpose of this By-Law is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a State of Water Supply Conservation or State of Water Supply Emergency by providing the enforcement of any duly imposed restrictions, requirements, provisions or conditions imposed by the Town or by the Massachusetts Department of Environmental Protection.

Section 3: Definitions

Person shall mean any individual, corporation, trust partnership or association, or other entity.

State of Water Supply Emergency shall mean a state of Water Supply Emergency declared by the Massachusetts Department of Environmental Protection under G.L. Ch. 21G, Sec.15-17.

State of Water Supply Conservation shall mean a State of Water Supply Conservation declared by the Board of Selectmen pursuant to Section 4 of this By-Law.

Water Users or Water Consumers shall mean all public and private users of the Town's public water system, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

Section 4: Declaration of a State of Water Supply Conservation

The Town, through its Board of Selectmen, may declare a State of Water Supply conservation upon determination by a majority vote of the Board that a shortage of water exists and conservation measures are appropriate to ensure an adequate supply of water to all consumers, to include fire fighting operations and to ensure compliance with the Massachusetts Department of Environmental Protection's permitted and registered withdrawals. Public notice of a State of Water Conservation shall be given under Section 6 of this By-Law before it may be enforced.

Section 5: Restricted Water Uses

A declaration of a State of Water Supply Conservation shall include one or more of the following restrictions, conditions, or requirements limiting the use of water as necessary to protect the water supply. The applicable restrictions, conditions or requirements shall be included in the public notice required under Section 6.

a. Odd/Even Day Outdoor Watering: Outdoor watering by water uses with odd numbered addresses is restricted to odd numbered days. Outdoor watering by water users with even numbered addresses is restricted to even numbered days.

b. Outdoor Watering Ban: Outdoor watering is prohibited.

c. Outdoor Watering Hours: Outdoor watering is permitted only during daily periods of low demand, to be specified in the declaration of a State of Water Supply Conservation and public notice thereof.

d. Filling Swimming Pools: Filling of swimming pools is prohibited.

e. Outdoor Sprinkler Use: The use of lawn and garden sprinklers of all types, including the use of automatic sprinkler systems is prohibited. Hand watering is permitted.

Section 6: Public Notification of a State of Water Supply Conservation

Notification of any provision, restriction, requirement or condition imposed by the Town as part of a State of Water Supply Conservation shall be published in a newspaper of general circulation within the Town, by mail, or by such other means reasonably calculated to reach and inform all users of water of the State of Water Supply Conservation. Any restriction imposed under Section 5 shall not be effective until such notification is provided. Notification of the State of Water Supply Conservation shall also be simultaneously provided to the Massachusetts Department of Environmental Protection.

Section 7: Termination of a State of Water Supply Conservation: Notice

A State of Water Supply Conservation may be terminated by a majority vote of the Board of Selectmen, upon determination that the water supply shortage no longer exists. Public notification of the termination of a State of Water Supply Conservation shall be given in the same manner required by Section 6.

Section 8: State of Water Supply Emergency: Compliance with DEP Orders

Upon notification to the public that a declaration of a State of Water Supply Emergency has been issued by the Department of Environmental Protection, no person shall violate any provision, restriction, requirements, condition of any order approved or issued by the Department intended to bring about an end to the State of Emergency.

Section 9: Penalties

Any person violating this By-Law shall be liable to the Town in the amount of $50.00 for the first violation and $100.00 for each subsequent violation. Fines shall be recovered by indictment, or on complaint before the District Court, or by non-criminal disposition in accordance with Section 21D of Chapter 40 of the General Laws. Each day of violation shall constitute a separate offense.

Section 10: Severability

The invalidity of any portion or provision of this By-Law shall not invalidate any other portion or provision thereof.

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ARTICLE 5-1 Basketball Court

Moved by Gordon Thompson, duly seconded that the Town transfer $14,000 from available funds for basketball court repair and reconstruction.

VOICE VOTE: PASSES

****

ARTICLE 6-1 Adult Entertainment (Requires 2/3 Vote)	Moved by Chief Walter Cullen, duly seconded that the Town amend Section V.B.II of the Zoning By-Law relative to adult entertainment uses by adding a new subsection as set forth in Appendix E of the Warrant Book. VOICE VOTE: UNANIMOUS

APPENDIX E; PROPOSED ADDITION TO THE HAMILTON ZONING BY-LAW
RE: Article 6.1 (Adult Entertainment Uses)

Add to the Special Permit in the Business District Section, V.B.11. a new subsection, i, as follows:

i. Adult Entertainment Uses. This use requires Site Plan Review and is subject to the following standards:

Purpose and Intent:
It has been documented in numerous town and cities throughout the Commonwealth of Massachusetts and elsewhere in the United States that adult entertainment uses are distinguishable from other business uses and that adult entertainment uses degrade the quality of life in the areas of a community where they are located. Studies have shown secondary impacts such as increased levels of crime and blight resulting from the clustering and concentration of adult entertainment uses. Late night noise and traffic also increase due to the late hours of operation of many of these establishments. This subsection is adopted pursuant to G.L. c.40A, Sec. 9A with the purpose and intent of regulating and limiting the location of Adult Entertainment Establishments (as defined herein) so as to prevent the secondary effects associated with these establishments and to protect the health, safety, and general welfare of the present and future inhabitants of the Town of Hamilton.

The provisions of this subsection have neither the purpose nor effect of imposing a limitation or restriction on the content of any communicative matter or materials, including sexually oriented matter or materials. Similarly, it is not the intent or effect of this subsection to restrict or deny access by adults to sexually oriented matter or materials protected by the Constitution of the United States or of the Commonwealth of Massachusetts, nor restrict nor deny rights that distributors of exhibitors of such matter or materials may have to sell, distribute, or exhibit such matter or materials. Neither is it the intent or effect of this subsection to legalize the distribution of obscene matter or materials.

1. No adult entertainment use as defined in Section VII shall be established or operated in the Town unless a special permit has been granted by the Zoning Board of Appeals.
2. Standards for granting Special Permit: No special permit may be granted hereunder for an adult entertainment use unless each of the following standards are fully satisfied:

a. No such use shall be located within the following designated areas:
   1. Two hundred feet (200') from the nearest boundary of any residential zoning district or from the nearest property line of any residential use;
   2. Five hundred feet (500') from the nearest property line of any public or private school;
   3. Two hundred feet (200') from the nearest property line of any church or other religious facility;
   4. Five hundred feet (500') from the nearest property line of any public park or recreation area and any principal or accessory private recreational facility use, or area where youths commonly gather;
   5. Five hundred feet (500') from the nearest property line of any group day care center, family day care center, library, nursing home and hospital;
   6. One thousand feet (1000') from the nearest property line of any other adult entertainment establishment.
   7. Two hundred feet (200') from the nearest property line of any retail, restaurant, or cabaret use whose principal business falls under G.L. c.138, Sec.12.

All distances specified above shall be measured by a straight line from the nearest property line of the premises on which the adult entertainment establishment is to be located to the nearest boundary line of a residential zoning district, or to the nearest property line of any residential use, public or private school, church or other religious facility, public park, or recreational area, group day care center, family day care center, library, nursing home, hospital

or retail, restaurant, or cabaret use whose principal business falls under G.L. c.138 Sec. 12, or any other adult entertainment use as the case may be.
b. An adult entertainment use may not be allowed within a building containing other retail, consumer or residential uses, or within a shopping center, shopping plaza, or mall.
c. The adult entertainment use shall comply with all off-street parking requirements contained in Section VI.D.
d. No adult entertainment use may have a freestanding accessory sign, nor a sign in excess of a height of 15 feet. Further no sign shall rotate, be illuminated or contain reflective or fluorescent elements which will sparkle in sunlight. Signs will comply with all requirements contained in Section VI.E.
e. No adult entertainment use may have any flashing light visible from outside the establishment.
f. No pictures, publications, videotapes, movies, covers or their advertising items shall be displayed in the windows of or on the building of any adult bookstore, adult cabaret, adult motion picture theater, adult paraphernalia store or adult video store.
g. All building openings, entries, and windows for any adult entertainment use shall be located, covered, or screened in such a manner as to prevent a view into the interior of an adult entertainment use building from any area open to the general public.
h. The building in which the adult entertainment use will be located shall be designed so that noise from any proposed entertainment is not audible (0 decibels) outside.
i. A site plan shall be submitted by the applicant in order that the special permit granting authority may determine that the above standards have been met. The site plan shall meet all the requirements of the Site Plan Section of this By-Law, Section VI.H. with the following additions: show the distance between the proposed adult entertainment establishment and any residential zoning district, public or private school, church, or other religious facility, public park or recreation area, group day care center, family day care center, library, nursing home, and hospital, retail, restaurant, or cabaret use whose principal business falls under G.L. c.138 Sec.12, and any other adult entertainment establishment.

3. Imposition of Other Conditions: The special permit granting authority may impose in addition to any applicable conditions specified herein, such additional conditions as it finds reasonably appropriate to safeguard the neighborhood or otherwise serve the purposes of this By-Law, including but not limited to the following: front, side, or rear yards greater than the minimum required by this ordinance, screening buffers or planting strips, fences or walls; limitations upon the size, method and time of operations; time duration of the permit, regulations of number and location of driveways or other traffic features; and off-street parking. Furthermore, all standards and conditions for Business Development of Section VI.F. of this Zoning By-Law shall be applicable to the granting of a special permit under this section.

4. Lapse of Permit: Any special permit granted hereunder for an adult entertainment use shall lapse after one year, including such time required to pursue or await the determination of an appeal from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause, or in the case of a permit for construction, if construction has not begun by such date except for good cause.

5. No special permit may be granted hereunder to any person convicted of violating the provisions of G.L. c.119 Sec. 63 or G.L. c. 272 Sec. 28.

Add to Section VII Definition, the following definitions:

Adult Entertainment Use: An establishment, a building or portion thereof, or a use of land having a substantial or significant portion of its business activity, stock in trade, or other matter or materials for sale, rental, distribution, or exhibition which is distinguished or characterized by sexual conduct or sexual excitement as defined in Section 31, of Chapter 272 of the General Laws, or a depiction, description or representation thereof, or emphasis thereon, including but not limited to adult bookstores, adult cabarets, adult motion picture theaters, adult paraphernalia stores, and alult video stores as hereafter defined.
Adult Bookstore: An establishment having as a substantial or significant portion of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c.272, Sec. 31. For the purpose hereof, the words "substantial or significant" shall mean more than fifteen percent (15%) of the establishment's inventory of stock or more than fifteen percent (15%) of the establishment's gross floor area.
Adult Cabaret: A night club, bar, restaurant, tavern, dance hall, or similar commercial establishment which features:

a. persons who appear in a state of nudity; or

b. live performances which are characterized by sexual conduct or sexual excitement as defined in G.L. c.272, Sec. 31; or

c. films, motion pictures, video cassettes, slides or other photographic reproductions which are characterized by the depiction or description of sexual conduct or sexual excitement as defined in G.L. c.272, Sec.31.

Adult Motion Picture Theater: An enclosed building used for presenting material distinguished by an emphasis on matter depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c.272, Sec. 31.

Adult Paraphernalia Store: An establishment having as a substantial or significant portion of its stock devices, objects, tools, or toys which are distinguished or characterized by their association with sexual activity, including sexual conduct or sexual excitement as defined in G.L. c.272, Sec. 31. For the purposes hereof, the words "substantial or significant" shall mean more than fifteen percent (15%) of the establishment's inventory of stock or more than fifteen percent (15%) of the establishment's gross floor area.

Adult Video Store: An establishment having a substantial or significant portion of its stock in trade, videos, movies, or other film material which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c.272, Sec. 31. For the purposes hereof, the words "substantial or significant" shall mean more than fifteen percent (15%) of the establishment's inventory of stock, or more than fifteen percent (15%) of the establishment's gross floor area.

Gross Floor Area, (Business): The floor area within the perimeter of the outside walls of the building under consideration, without deduction for hallways, stairs, closets, thickness of walls, columns, or other features.

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ARTICLE 6-2 Flexible Plan Revisions (Requires 2/3 Vote)

Moved by Jay Burnham, Planning Board member, duly seconded, that the Town amend various sections of the Zoning By-Law relative to flexible plan subdivisions in the manner set forth in Appendix F of the Warrant Book.

VOICE VOTE: UNANIMOUS

APPENDIX F: PROPOSED AMENDMENT TO THE HAMILTON ZONING BY-LAW
RE: Article 6.2 (Flexible Plan Subdivision Revisions)

2.) Amend Section VIII.C. Flexible Subdivision Plan and Elder Housing Permit by changing the phrase, "at least 4 members of the 5 member board" to "at least 5 members of the 7 board" in the sentence, "Special permit approval by the Planning Board shall require a vote of at least 4 members of the 5 member board."

3.) Amend Section V.A.12.e.9., V.A.12.f., V.A.12.f.1., V.A.12.f.5., V.A.12.h.4.a., and V.A.12.h.4.c. by changing the word "permanent open space" to "open space"; and amend V.A.12.f.5.d. by changing the words "Massachusetts General Laws Ch. 184, s. 31-33" to "Massachusetts General Laws Ch. 184, s. 26 or Massachusetts General Laws Ch. 14 s. 31-33".

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ARTICLE 6-3 Frontage (Requires 2/3 Vote)

Moved by Peter Britton, Planning Board member, duly seconded that the Town amend Section VI.B.3.d. of the Zoning By-Law relative to frontage as set forth in Appendix G. of the Warrant Book.

VOICE VOTE: UNANIMOUS

APPENDIX G: PROPOSED AMENDMENT TO THE HAMILTON ZONING BY-LAW
RE: ARTICLE 6-3

1.) Amend Section VI.B.3.d. Minimum Lot Frontage by changing the word "twenty-five feet (25)" to "fifteen feet (15)" in the phrase, "ii. a way not less than twenty-five (25) from the center line shown on a plan approved and endorsed in accordance with the subdivision control law, which shall thereafter be considered a street for the purpose of this By-Law."

****

Moderator announced at this point the meeting would be adjourned until tomorrow night at 730 PM. Requested everyone return so a quorum will be met early.

Adjourned at 10:30 PM

ADJOURNED SESSION

ANNUAL TOWN MEETING
TUESDAY, MAY 6, 1997

Moderator called the meeting to order at 8:45 P.M. with a quorum being present.

Precinct 1 - 101 Precinct 2 - 102

ARTICLE 7-1 Building Codes

Moved by David Neill, duly seconded that the Town adopt as Town By-Laws the provisions set forth in Appendix H of the Warrant Book, with the following amendments:

1) in Section 3 replace the first sentence with the following sentence: The Inspector of Buildings may require that a certified plot plan be submitted to the Inspector of Buildings upon completion of the foundation of any structure in the Town.
2) in Section 3 amend the second to last sentence to read: Each plan shall have the following certification endorsed thereon: "I hereby certify that the location of the foundation is shown as constructed and complies with the Zoning By-Laws and applicable building codes of the Town".
3) in Section 4, at the end of the first sentence add the words: with the approval of the Board of Selectmen.

Mr. Neill requested of the Moderator permission for the Building Inspector, Glen Clohecy to speak on the article.

Mr. Glen Clohecy explained that the Town should formally adopt the National Building Code to help with the Town's rating. The request for a certified plot plan helps maintain the zoning in the town.

After lengthy discussion, Moderator called for the vote.

VOICE VOTE: PASSED

APPENDIX H: BUILDING BY-LAWS - WITH CORRECTIONS

RE: Article 7.1

1. Delete the table of Building Fees currently shown as Ch. XX of the By-Laws of the Town of Hamilton.

2. Add the following new chapter to the By-Laws:

SECTION 1. The Massachusetts Building code, as from time to time amended, is adopted as a By-Law of the Town.

SECTION 2. The BOCA National Building Code and the CABO One & Two Family Dwelling Code, as from time to time amended, are adopted as By-Laws of the Town as provisions subsidiary to the Massachusetts Building Code. To the extent there is conflict between these subsidiary codes and the Massachusetts Building Code, the latter shall have application.

SECTION 3. The Inspector of Buildings may require that a certified plot plan be submitted to the Inspector of Buildings upon completion of the foundation of any structure in the Town. The plan shall be 1" - 20' scale or in the case of a subdivision, shall mirror the site plan scale previously approved. The plan shall show lot dimensions, foundation location, front, rear and side yard dimensions. Each plan shall have the following certification endorsed thereon: "I hereby certify that the location of the foundation is shown as constructed and complies with the Zoning By-Laws and applicable building codes of the Town." The plan shall be certified by and bear the seal of a land surveyor registered in the Commonwealth.

SECTION 4. Local building Permit fees shall be as set by the Hamilton Building Inspector with the approval of the Board of Selectmen. A schedule of current fees shall be available in the Building Inspector's Office.

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ARTICLE 7-2
Payment of Fines and Taxes

Moved by David Neill, duly seconded, that the Town accept the provisions of General Laws Chapter 40, Section 57 and adopt as a By-Law of the Town the provision set forth in Appendix I of the 1997 Warrant Book.

David Neill and Candace Wheeler continued to explain the article which would provide denial or revocation of licenses or permits for nonpayment of taxes.

VOICE VOTE: PASSED

DENIAL OR REVOCATION OF LICENSE OR PERMIT FOR NON PAYMENT OF LOCAL TAXES, FEES OR OTHER CHARGES

APPENDIX I: PROPOSED ADDITION TO THE TOWN BY-LAWS
RE: Article 7-2

To see if the Town will add to the By-Laws of the Town the following provision:

A. The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.

B. The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality at the date of issuance of said certificate.

C. Any party shall be given an opportunity to enter into a payment agreement thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provision of law.

D. The Board of Selectmen may waive such denial suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its Officers or stockholders, if any, or members of his immediate family, as defined in Section One of Chapter Two hundred and sixty-eight A in the business or activity conducted in or on said property.

E. This By-Law shall apply to the following licenses and permits only:

1) Variances
2) Special Permits
3) Building Permits
4) Occupancy Permits
5) Site Plan Reviews
6) Alterations to a Non-Conforming Use
7) Comprehensive Permits
8) Zoning Permits (required by the ZBA)
9) Flexible Subdivision Plans

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ARTICLE 7-3
Trees

Moved by Heather Ford, Selectmen, that the Town adopt as a By-Law of the Town the provision set forth in Appendix J of the Warrant Book with the following amendments: deletion of Sections 12 and 13 of the proposed By-Law with the renumbering of the remaining sections accordingly.

Harold Allen, Tree Warden spoke in favor of the Article and stated Massachusetts General Law Chapter 87, states anything over 1 1/2 inches is considered a tree.

After considerable debate, Peter Twining amended the By-Law to amend the definition of Street Trees in Section 2 to insert after trees "of a diameter of 1 1/2" or more".

Vote on the motion:
VOICE VOTE: PASSED

Moderator stated Appendix J is so amended and there being no further discussion, called for a vote on the Article.

VOICE VOTE: PASSED

TREE BY-LAW

APPENDIX J: PROPOSED ADDITION TO THE TOWN BY-LAWS - WITH AMENDMENT
RE: Article 7-3

SECTION 1. PURPOSE

The purpose of this By-Law is to establish regulations regarding the planting, maintenance and removal of trees, shrubs and other plants on public property and trees on private property that may cause a hazard to the public in the town right of way.

SECTION 2. DEFINITIONS

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall be as follows:

Street Trees - trees of a diameter of 1 1/2" or more, shrubs, bushes and all other vegetation (on land lying) growing between property lines on either side of all streets, avenues, or ways within the Town.

Park Trees - trees, shrubs and bushes and all other woody vegetation in public parks having individual names and all (areas) public property owned by the Town and to which the public has free access such as a park.

Public Property - Town owned lands.

Tree Topping - the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.

(Sight Distance) Vision Clearance - that are included within the street which will materially obstruct the view of a driver of a vehicle approaching a street intersection. This area is measured at points which are twenty (20') feet distant from their point of intersection along said street lines.

SECTION 3. LISTING OF TREES ACCEPTABLE FOR PLANTING

The Tree Warden shall develop and maintain an up to date listing of trees considered most desirable for planting along streets in the following three size classes based on mature height:

small	(under 20 feet)
medium	(20 to 40 feet)
large	(over 40 feet)

Lists of trees not suitable for planting will also be developed and maintained current by the Tree Warden.

SECTION 4. SPACING BETWEEN STREET TREES

Street trees shall be planted no closer together than the following:

small size class	30 feet
medium size class	40 feet
large size class	50 feet

An exception may be made to the above planting spacing (designed or approved by a landscape architect) if authorized by the Tree Warden.

SECTION 5. PLANTING NEAR CURBS AND SIDEWALKS

Street trees may be planted no closer to any curb or sidewalk than the following:

small size class	2 feet
medium size class	3 feet
large size class	4 feet

An exception may be made to the above spacing for special plantings if authorized by the Tree Warden.

SECTION 6. PLANTINGS NEAR STREET CORNERS AND FIRE HYDRANTS

No tree shall be planted (within 35 feet) to obstruct visual clearance of any street corner, measured from the point of nearest intersecting curbs or curb lines nor within 10 feet of any fire hydrant.

SECTION 7. PLANTING NEAR OVERHEAD UTILITIES

No street tree other than those species listed as small trees in section 3 of this ordinance may be planted under or within 10 feet of any overhead utility wire.

SECTION 8. TRIMMING STREET TREES BY UTILITY COMPANIES

Public utility companies shall notify the Tree Warden in writing prior to trimming any tree located on Town owned property for the purpose of maintaining safe line clearance. All such work shall be performed in accordance with accepted arborcultural standards set forth by the National Arborist Association.

Any Town trees that are pruned by utility companies will have up to two inspections a day by the Tree Warden at $35.00 per inspection.

SECTION 9. PLANTING, MAINTENANCE AND REMOVAL

The Town shall have the right to plant, maintain, and remove trees, plants and shrubs within the lines of all Town owned streets, alleys, avenues, lanes, squares and other public (grounds) property that may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public (grounds) property.

The Tree Warden may remove or order to be removed any tree or part of thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines or other public improvements, or is affected with any injurious fungus, insect or other pest.

This section does not prohibit the planting of street trees within the road layout by (adjacent) abutting property owners providing the Tree Warden grants approval and that the selection and location of said trees are in accordance with the provisions of this ordinance.

SECTION 10. TOPPING OF TREES

Unless otherwise authorized by the Tree Warden, it shall be unlawful as a normal practice for any person or firm to top any street tree, park tree, or other tree on public property. Trees

severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the Tree Warden.

SECTION 11. HARMING TOWN OWNED TREES

It shall be unlawful for any person or firm to trim, prune or remove any Town owned tree on public property without the approval of the Tree Warden or to harm a Town owned tree by removing or otherwise damaging the bark and by attaching signs or any other item to any part of the tree using nails or other device that punctures the bark.

SECTION 12. REMOVAL OF TREE STUMPS

Stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

SECTION 13. INSTALLATION OF TREE LIGHTS

With the approval of the Town Administrator and the Tree Warden, decorative lights may be installed in Town owned trees on public property for periods which will not interfere with the proper growth and maintenance of the trees and when the occasion for the light is deemed appropriate.

Unless otherwise authorized, holiday lights shall be installed no earlier then November 15 and removed no later than March 15.

SECTION 14. PENALTY

Any person, firm or corporation violating any applicable provision of this ordinance shall be fined not more than two hundred ($200) dollars for each offense. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

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ARTICLE 7-4 Corrective Amendments to Town By-Laws

Moved by Peter Twining, duly seconded that the Town amend the Town By-Laws in the manner set forth in Appendix K of the 1997 Warrant Book with the following addition: To the end of the last line of Section 1, add the words "tree warden":

VOICE VOTE: PASSED

APPENDIX K: CHANGES TO TOWN BY-LAWS TO REFLECT DISSOLUTION OF THE BOARD OF PUBLIC WORKS - WITH AMENDMENT

RE: Article 7-4

Repeal Sections 1 and 2 of Chapter IV of the By-Laws of the Town and adopt in substitution thereof the following provisions:

SECTION 1. The Selectmen shall have and may exercise all the powers of the Town with respect to the construction, maintenance, and operation of the public works of the Town and shall, without limiting the generality of the foregoing, have all the powers and duties now or from time to time vested by general law or special act in the following boards, departments, and offices: road commissioners, surveyors of highways, water commissioners, street commissioners, park commissioners, cemetery commissioners and Tree Warden.

SECTION 2. The Selectmen are authorized and empowered to appoint supervise, evaluate, and remove a Director of Public Works who shall direct public works operations of the Town.

Amend Chapter X, Section 4 of the By-Laws of the Town by deleting therefrom the words "Surveyor of Highways" and by substituting therefor the words "Board of Selectmen".

Amend Section 11 and 12 of Chapter X of the By-Laws of the Town by deleting the words "Boards of Public Works" wherever they appear and by substituting therefor the words "Board of Selectmen" and by deleting the words "Town Engineer/Superintendent of Public Works" wherever they appear and by substituting therefor the words "Director of Public Works".

Amend Chapter XIV of the By-Laws of the Town by deleting the first sentence of the preamble and by substituting therefor the following, "The Board of Selectmen shall be responsible for the collection and disposal of all refuse and garbage"; by deleting from Section 1 the words "including all related powers delegated to the Board of Public Works by Massachusetts General Law Chapter 41, ss. 69D"; and by deleting the words "Board of Public Works" wherever they appear in the balance of Chapter XIV and by substituting therefor the words "Board of Selectmen".

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ARTICLE 7-5
Adult Entertainment License

Moved by David Neill, duly seconded, that the Town adopt as a Town By-Law the provision set forth in Appendix L of the 1997 Warrant Book.

Mr. Neill explained this is a companion to the Article passed at last nights meeting which dealt with zoning and this Article deals with the issuing of licenses.

VOICE VOTE: PASSES

APPENDIX L: PROPOSED ADDITION TO THE TOWN BY-LAWS

RE: Article 7-5 (Adult Entertainment License)

No person shall establish, maintain, or operate an adult entertainment use as defined below without a license issued by the Board of Selectmen after public hearing. The Selectmen may establish the form and content of the application for such a license. The Selectmen may make rules and regulations for the conduct of such use and may establish conditions upon the grant of any license hereunder. An adult entertainment use shall mean: An establishment, a building or portion thereof, or a use of land having a substantial or significant portion of its business activity, stock in trade, or other matter or materials for sale, rental, distribution, or exhibition which is distinguished or characterized by sexual conduct or sexual excitement as defined in Section 31 of Chapter 272 of the General Laws, or a depiction, description or representation thereof, or emphasis thereon. For definition of the terms "substantial or significant portion", "adult bookstore", "adult cabaret", "adult motion picture theater", "adult paraphernalia store", and "adult video store" see the Hamilton Zoning By-Law provisions which are incorporated herein by reference.

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ARTICLE 7-6
Chebacco Lake Headway Speed Regulation (by Citizen Petition)

Moved by Barbara Smith, duly seconded, that the Town adopt as a Town By-Law the following provision:

"Chebacco Lake Headway Speed Regulations: Between the hours of 3:00 p.m. and 9:00 a.m. weekends and holidays and between the hours of 7:30 p.m. and 9:00 a.m. weekdays all motorboats may proceed at a maximum of headway speed (minimum speed necessary to maintain steerage (no wake) approximately 5 m.p.h.). A fine not to exceed fifty dollars ($50) may be imposed for each offense."

After lengthy discussion William Dery made the motion to amend the motion to take no action.

Vote on the amendment.

VOICE VOTE: PASSED
No action on the article.

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ARTICLE 7-7
Scenic Road Walnut Road

Moved by Robin Willcox, Planning Board Member, duly seconded, that the Town designate Walnut Road as a scenic road pursuant to General Laws, Chapter 40, Section 15C.

VOICE VOTE: PASSED

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ARTICLE 7-8
Contracts with Certain Employees

Moved by Peter Twining, duly seconded, that the Town amend the By-Laws of the Town as set forth in Appendix M of the Warrant Book with the following additions. In the 7th line and the second to the last line of the paragraph, insert after the word "may" the words "with the concurrence of the Personnel Board".

VOICE VOTE: PASSED

APPENDIX M: PROPOSED AMENDMENT TO THE BY-LAWS

RE: Article 7-8 Contract Authority

Amend the By-Laws of the Town, Ch. III ("Selectmen"), by replacing the existing Section 10 (Executive Secretary) with the following:

> SECTION 10. The Selectmen are authorized and empowered, in accordance with G.L. c.41, Sections 23A and 108N, to appoint a Town Administrator, a Town Accountant, and,, in accordance with G.L. c.41, Sections 66 and 69, to appoint a Director of Public Works, all for terms of one to three years, and to execute an employment contract with said officials the terms of which may with the concurrence of the personnel Board vary from the Personnel By-Law. The Selectmen are also hereby authorized and empowered to appoint and to execute an employment contract with a Chief of Police, as set forth in G.L. c.41, Sec. 108-O , and G.L. c.48, Sec. 57G, the terms of which contract may with the concurrence of the Personnel Board vary from the personnel By-Law.

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ARTICLE 8-1
Street Improvement Plan

Moved by Paul Ricker, Board of Public Works Member, duly seconded, that the Town raise and appropriate $188,000 contingent upon the passage of a referendum question pursuant to General Laws, Chapter 59, Section 21C (i 1/2), transfer a sum of money from available funds, appropriate funds from the stabilization fund, or otherwise, for street improvements during the ffth year of a proposed ten year street improvement plan.

Mr. Ricker explained this is part of the street program that was started five years ago based on a study the Town had. Urged everyone to get out to vote for this on the ballot.

VOICE VOTE: PASSED - The question will be on the ballot.

****

ARTICLE 8-2
Sander

Moved by Gordon Thompson, duly seconded, that the Town transfer $15,225 from available funds to purchase a sander.

Mr. Thompson explained this sander would fit into the dump body of one of our trucks.

VOICE VOTE: PASSED

****

ARTICLE 8-3
Drainage Dredging

Moved by Peter Twining, duly seconded, that we take No Action on this Article.

VOICE VOTE: PASSED

****

ARTICLE 9-1
Repairs/ Renovation to Town Hall

Moved by David Neill, duly seconded, that the Town transfer $35,000 from available funds for repairs and renovations to the Town Hall.

David Neill and Candace Wheeler gave an explanation of the motion.

VOICE VOTE: PASSED

****

ARTICLE 9-2
Gymnasium Windows Old Junior High School

Moved by Jean Abbott, duly seconded, that the Town transfer $25,000 from available funds for repairs to the Old Junior High School gymnasium windows.

VOICE VOTE: PASSED

****

ARTICLE 9-3
Ladder Truck Repairs and Renovations

Moved by Douglas Woodman, Fire Chief, duly seconded that the Town transfer $49,000 from available funds for repairs and renovations to the Town's ladder truck and related equipment.

Fire Chief Woodman stated that this is the second part of a project started last year.

VOICE VOTE: PASSED

****

ARTICLE 9-4
Jaws of Life

Moved by Kirby Brand, Board of Fire Engineers Member, duly seconded that the Town transfer $15,250 from available funds for acquisition of extrication equipment, the so-called Jaws of Life.

VOICE VOTE: PASSED

****

ARTICLE 9-5
Dispatch Software

Moved by Walter Cullen, Police Chief, duly seconded, that the Town transfer $14,500 from available funds for the purchase of computer aided dispatch software.

VOICE VOTE: PASSED

****

ARTICLE 9-6
ECO Radio Receivers

Moved by Ann-Marie Cullen, ECO Supervisor, duly seconded that the Town transfer $9,765 from available funds for radio receivers.

VOICE VOTE: PASSED

****

ARTICLE 9-7
Library Computers

Moved by Alan Reid, Chairman, Library Board of Trustees, duly seconded that the Town transfer $10,000 from available funds for library computers.

VOICE VOTE: PASSED

****

ARTICLE 9-8
Town Hall Copy Machine

Moved by Heather Ford, Selectmen, duly seconded that the Town transfer $9,000 from available funds for a copy machine for Town Hall.

Heather Ford explained this money is to replace the copy machine on

the second floor of the Town Hall.

VOICE VOTE: PASSED

****

ARTICLE 9-9
Gordon Woods Lane

Moved by David Neill, Selectmen, duly seconded, that the Town take No Action under this Article.

VOICE VOTE: PASSED

****

ARTICLE 9-10
Shopping Center Land

(Requires 2/3 Vote)

Moved by Peter Twining, duly seconded, that the Town authorize the Selectmen to convey by deed or grant of a fee or a lesser interest in land of all or a portion of that parcel of Town land in Hamilton and Wenham which was acquired from the Boston & Maine Railroad in 1934 containing approximately 20,330 square feet in the area known as the Hamilton Shopping Center; authorized the Selectmen to determine all the terms of such conveyance including without limitation all conveyances of land, interest in land, conditions, easements, and rights of way to be obtained in connection therewith; and authorize the delivery of all instruments and documentation and the taking of all action necessary to accomplish the foregoing.

Mr. Twining explained this Article and the next Article will be explained in full by the Planning Board and turned the meeting over to Peter Clark.

Peter Clark, Chairman of Planning Board, using overheads, showed the plans for expanding and changing the parking at the train station.

VOICE VOTE: UNANIMOUS

****

ARTICLE 9-11A
Depot Square Land

(Requires 2/3 Vote)

Moved by Peter Twining, duly seconded that the Town authorize the Selectmen to convey by deed or grant of a fee or a lesser interest in land of all of a portion of that parcel of Town land in Hamilton abutting Bay Road and the railroad track containing approximately 14,921 square feet, authorize the Selectmen to determine all the terms of such conveyance including without limitation all conveyances of land, interest in land, conditions, easements, and rights of way to be obtained in connection therewith; and authorize the delivery of all instruments and documentation and the taking of all action necessary to accomplish the foregoing.

Mr. Twining reiterated that this had been explained with the prior Article and strongly recommends approval of this Article.

VOICE VOTE: UNANIMOUS

****

ARTICLE 9-11B
Joint Library Rental of Old Junior High Building

Moved by Peter Twining, duly seconded, the Town authorize the Selectmen to enter into a lease of a portion of the Old Junior High on such terms as they deem appropriate which do not interfere with the ultimate use of the building and its surroundings as a joint town library.

Mr. Twining went on to explain the purpose of this Article is to get some policy direction from the Town Meeting on how long this building should be maintained and available for the joint library project. Mr. Twining continued on at length, explaining that the Selectmen have received a proposal for a long time lease.

After lengthy debate, pro and con, Mr. Twining stated that he feels they've "gotten" the message. He stated the sense of the meeting is that "we, as the Board of Selectmen do agree that holding this building available for the Joint Library is the first priority of the community," and, secondly, it causes the Selectmen to have the obligation to deal with capital improvements sometime in the future if the State does not fund the library but we'll face that particular eventually were it to occur.

A motion to take no action was made from the floor, duly seconded.

VOICE VOTE: PASSED (on motion to take No Action)

VOICE VOTE: PASSED (to take No Action)

****

ARTICLE 9-12
Fiscal '97 Expenses
(4/5 Vote Required if debts of a prior year)

Moved by Richard Low, duly seconded that No Action be taken on this Article.

VOICE VOTE: PASSED

****

ARTICLE 9-13
NESWC Stabilization Fund

Moved by David Neill, duly seconded, that the Town transfer $109,445 from available funds for contribution to the Town's Stabilization Fund for the purpose of financing the expected NESWC tip fee increase.

VOICE VOTE: PASSED

****

ARTICLE 9-14
Financial Action

Moved by Richard Low, duly seconded, that the Town appropriate and authorize the Assessors to use $14,743.61 of certified free cash to reduce the tax rate for the Fiscal Year beginning July 1, 1997.

VOICE VOTE: PASSED

****

Moderator asked if there was any further business to come before the meeting, there being none, thanked everyone for coming. Meeting adjourned to May 15,1997 at 7:00 AM at the Winthrop School.

Meeting adjourned at 11:20 PM.

A TRUE COPY: ATTEST:

Theresa M. Fanning, CMC

Theresa M. Fanning, CMC
Town Clerk

REPORT OF THE ANNUAL
TOWN / SCHOOL ELECTION
Held
THURSDAY, MAY 15, 1997
At
WINTHROP SCHOOL, HAMILTON, MA

****

The polls were opened at 7:00 AM by Moderator, Bruce Ramsey.

There were 374 votes cast as follows:

Precinct 1 — 209 Precinct 2 — 165

Results as follows:

	Precinct 1	Precinct 2	Total
Moderator (1 year)			
Bruce Ramsey	159	123	282
Blanks	50	42	92
Selectman (3 years)			
David Neill	161	125	286
Blanks	48	40	88
Assessor (3 years)			
George Cantwell	154	121	275
Blanks	55	44	99
Planning Board (1 year)			
Gregg S. Haladyna	133	117	250
Blanks	76	48	124
Planning Board (5 years)			
Peter B. Clark	140	111	251
Blanks	69	54	123
Library Trustee (3 years)			
Alan D. Reid	154	128	282
Blanks	55	37	92
Housing Authority (5 years)			
Robert W. Poole	165	124	289
Blanks	44	41	85

BALLOT QUESTION #1

"Shall the Town of Hamilton be allowed to assess an additional one hundred and eighty-eight thousand dollars ($188,000) in real estate and personal property taxes for street improvements during the fifth year of a proposed 10 year street improvement plan, for the fiscal year beginning July 1,1997?"

YES	144	113	257
NO	63	49	112
BLANKS	2	3	5

BALLOT QUESTION #2

"Do you vote in favor of the motion made at the 1997 annual Town Meeting to raise a sum of money in excess of $50,000 by incurring indebtedness, for study, planning, design, and preparation of bid documents for water treatment facilities?"

YES	157	123	280
NO	49	42	91
BLANKS	3	0	3

HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE
(3 YEARS) Vote for 3

Frank Cause	116	94	210
Michael D. Abbott	129	106	235
Nancy A. Morse	130	102	232
Blanks	252	193	445

HAMILTON AND WENHAM RESULTS	WENHAM	HAMILTON	TOTAL
Frank Cause	587	210	797
Michael D. Abbott	597	235	832
Nancy A. Morse	566	232	798
Blanks	445	329	774

Moderator closed the polls at 8:00 PM. Results were announced at 8:45 PM.

A TRUE COPY: ATTEST:

Theresa M. Fanning, cmc

Theresa M. Fanning, CMC
Town Clerk

TOWN OF HAMILTON
SPECIAL TOWN MEETING
held
Tuesday, October 28, 1997
at
Pingree School, Hamilton

Moderator Bruce Ramsey opened the meeting with the warrant being duly signed and posted at 7:45 PM with 333 voters checked and present:

Precinct 1 - 143 Precinct 2 - 190

Moderator announced the tellers for the evening:

Robert Poole	56R Moynihan Road
Glean Campbell	11 Naples Road
George Cantwell	175 Willow Street
Leon Purington	32 Mill Street
Douglas Woodman	209 Echo Cove Road

Moderator then turned the meeting over to the Selectmen to explain the purpose of the meeting, by recognizing Peter Twining.

Selectmen Chairman Peter Twining thanked all for attending and providing the quorum so as to enable the undertaking of some important business of the Town. Also thanked Pingree School for the use of the facility stating that it was a very gracious thing for them to do because of the lack of parking at the high school, due to the extensive construction.

Continued on to explain the Warrant. Stated there are 11 Articles but there are 2 on which NO ACTION will be taken. Article 11 will take No Action and also Article 2 will take No Action.

Went on to give brief overview of the remaining articles.

Moderator returned to the meeting and explained that due to the fact that no section had been set off for non-voters, that registered voters were given a yellow slip when they were checked in at the door and will be asked to raise the slip if there is a teller vote. Then proceeded to the Articles.

****

ARTICLE 1 Moved by Peter Dana, Conservation Commission member, duly seconded that the Town appropriate $940,000 by authorizing expenditure of: $250,000 from the Conservation Fund, $300,000 from the Clark Property Account and $390,000 from gifts and grants to the Town or the Conservation Fund, for the purpose of purchasing for conservation purposes, by negotiated purchase, a certain property consisting of 113 acres, more or less, currently owned by Gordon College, and shown on a plan of land presented to the town meeting and on file with the Town Clerk, said land to be conveyed to the Town of Hamilton and the Town of Manchester-by-the-Sea, as tenants in common, under the provisions of G.L., Chapter 40, Section 8C, as it may hereafter be amended and other Massachusetts statutes relating to conservation, to be managed and controlled by the Conservation Commissions of Hamilton and Manchester-by-the-Sea; and further that the Town:

- authorized the Conservation Commission and/or the Board of Selectmen to apply for and to accept a Self-Help grant as described in G.L., Chapter 132A, Section 11, submitted on behalf of Hamilton and Manchester-by-the-Sea, and to expend funds received from such grant for reimbursement of the Clark Property Account and for costs related to such acquisition;
- authorized the Conservation Commission and/or the Board of Selectmen to enter into all agreements, execute all instruments, and take all necessary action on behalf of Hamilton to effect said purchase and said grant, and to carry out the purposes of this article;
- authorize the acceptance and expenditure of gifts and grants to the Town and the Conservation Fund for the purposes hereof; and
- apply all of the aforesaid grants, gifts, and amounts appropriated to the costs of the acquisition or to reimburse the Town for such costs.

Using over-head projector Mr. Dana continued to explain how the land would be used for recreation, educational purposes and also to protect the habitant. Explained it was a joint venture with the Town of Manchester-by-the-Sea.

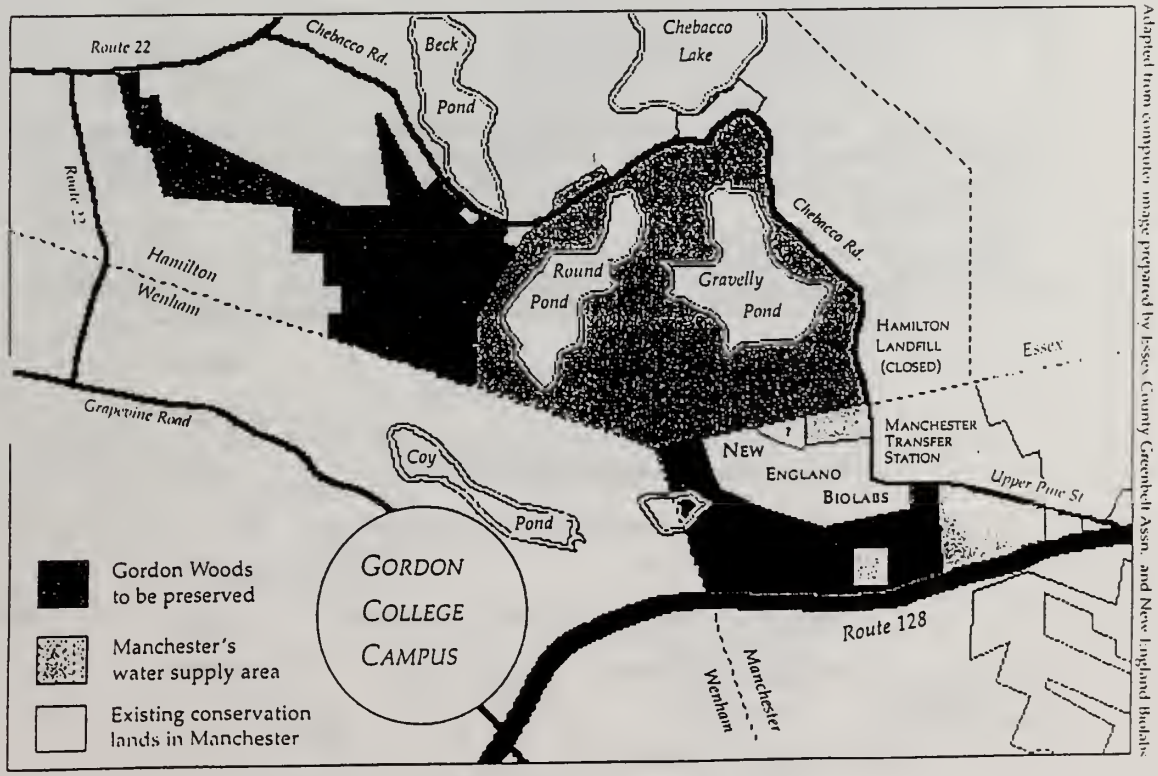
Using over-head of the map shown below, continued on to explain that the Hamilton parcel represents approximately 110 acres and that is the parcel to be discussed tonight. The 113 acres is partly owned by the College and is subject to the self help grant from the State. This land would be jointly owned by Hamilton and Manchester without any division of the property and would be deeded to Conservation. The center parcel is owned by Manchester and represents 250 acres and is within the Town of Hamilton. It represents the very major source of water for the Town of Manchester. The two bodies of water are Round Pond and Gravely Pond, the latter being the actual supply of water that's pumped. The two are hydrologically connected under ground.

The third parcel, the Manchester parcel, is currently owned by the Town of Manchester, it represents about 110 acres, it is also the site for Bio Lab expected new headquarters.

If we put this whole transaction together almost all of this 100 plus acre parcel will become deeded to Conservation and will be available to both the Towns of Hamilton and Manchester as a recreational area.

A great deal of funding for this will come from areas outside of Hamilton. New England Bio Labs will supply $540,000, again this represents the Hamilton parcel right now. The self-help grant from the State $600,000, which we hope to hear about soon, $300,000 would be the grant to Hamilton and $300,000 to Manchester-by-the-Sea. All the monies go toward the Hamilton piece. Private contributions by individuals we hope will raise at least $140,000, we would like to raise a lot more in order to put some of it in the bank for future parcels of land that may become available for sale in the Town of Hamilton. Private contributions from non-profit represents $75,000 from Manchester Land Trust, $100,000 from Essex County Greenbelt. Private contributions and foundation grants, we will release the names of those when we are in a position to do so.

The $940,000 in the warrant article, is broken out: the total land cost is $1,880,000. Hamilton's portion is one half of that ($940,000). The Clark Property Account, which represents a gift from the Clark family a number of years ago, will be temporarily pledged for that and then returned to its existing state right now. The Conservation Fund represents a contribution which is long-term interest on the Clark Property Fund that has accumulated and it is money we use, in part, for the Audubon School Program, funding books for the Library and some trail projects. The interest generated will not be entirely used for this project, will not conflict or endanger any of the existing programs. This $250,000 is money we have and we feel this is a worthwhile project to use it for. The remaining $390,000 will come from a combination of those sources that were discussed earlier.



Adapted from computer image prepared by Essex County Greenbelt Assn. and New England Biolabs

After further discussion and questions Moderator proceeded to the vote and explained that the vote on this article would be tonight and since it involves the acquisition of land it requires a 2/3 vote.

VOICE VOTE: UNANIMOUS

****

ARTICLE 2 Moved by Peter Twining, duly seconded that we take NO ACTION on Article 2.

VOICE VOTE: PASSED

****

ARTICLE 3 Moved by David Neill, duly seconded that the Town transfer from available funds to be added to the Town's Fiscal Year 1998 Budget the following amounts: $3,500 for moving allowance for the DPW, $852.38 for the Planning Board Coordinator, $1,097.12 for the Conservation Commission Coordinator wages, $451.89 for the Board of Health Agent and $8,800 for Town Hall Maintenance.

Candice Wheeler, Town Administrator, explained the $8,800 would be used for fencing along Town Hall property. The remaining items read are additions and corrections needed in the implementation of new salary rates. And finally the addition to the Public Works budget would be to provide for a moving allowance for the Director of Public Works.

VOICE VOTE: UNANIMOUS

****

ARTICLE 4 Moved by Peter Twining, duly seconded, that the Town transfer $5004.55 from available funds to cover Town Counsel expenses for the prior fiscal year.

Moderator explained that since this motion involves the expenditure of funds incurred in the prior fiscal year it requires a 7/8 vote.

VOICE VOTE: UNANIMOUS

****

ARTICLE 5 Moved by Jay Burnham, Planning Board member, duly seconded, that the Town transfer $25,000 from available funds for the preparation of a request for proposals and any related documentation or plans in connection with a plan to sell, lease, or develop town land at Depot Square.

Mr. Burnham explained the break down of the funds requested as follows:

The following costs would be incurred between September 1997 and bid date of March 1998; and reimbursed from contract funds for lease/sale in April of 1998:

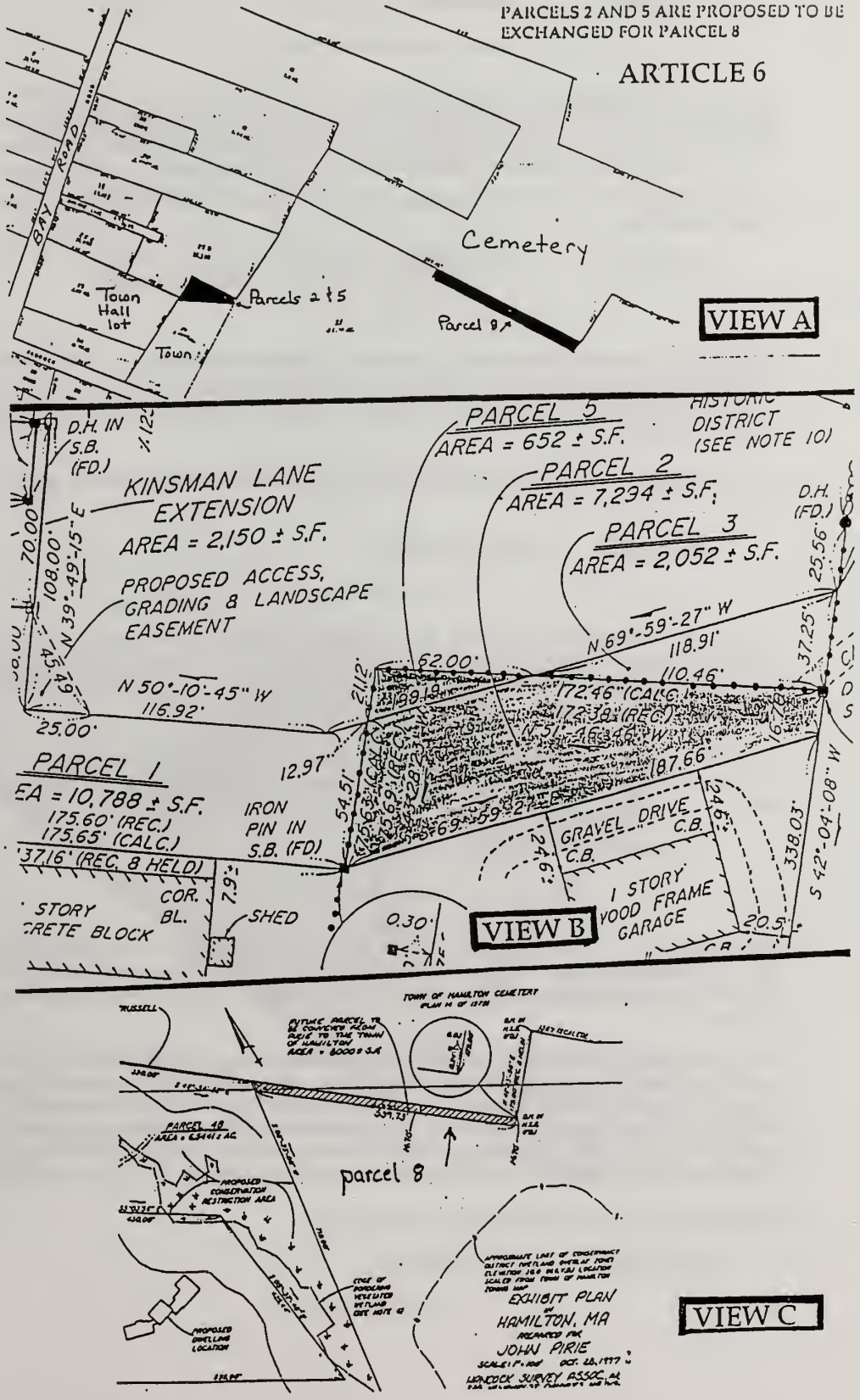
Legal Work 40 hrs @ $200	$8,000
Survey Work	2,500
Septic System & Drainage Engineering Work	4,500
Architecture, Site Planning, and Bid Specifications 120 hrs @ $75.00	9,000
Direct Costs - Reproduction & CAD costs, & misc.	1,000
Estimated pre bid costs	$25,000

VOICE VOTE: UNANIMOUS

****

ARTICLE 6 Moved by Peter Twining, duly seconded, that the Town authorize the Board of Selectmen to convey two parcels of land containing in the aggregate 7,946 square feet, located off Bay Road, behind the Hamilton Town Hall, subject to such terms and conditions as the Selectmen may determine; and that the Town vote to accept a parcel of land containing 8,000 (plus or minus) square feet, subject to such terms and conditions as the Selectmen may determine, all of said land being shown on a plan of land presented to the town meeting and on file with the Town Clerk.

Selectmen Peter Twining explained the Article and Candice Wheeler, using overhead explained in further detail the land in question.



Moderator explained this being a transfer of land requires a 2/3 vote.

VOICE VOTE: UNANIMOUS

****

ARTICLE 7 Moved by Heather Ford, duly seconded that the Town appropriate from the Water Enterprise Reserve Fund: $28,000 for reconstruction and improvements to various Town wills and Pumping Stations, and $2,000 for the expense of water ban notifications.

After explanation by Heather Ford and Steve Kenney, Director of Public Works, Moderator called for the vote.

VOICE VOTE: UNANIMOUS

****

ARTICLE 8 Moved by David Neill, duly seconded, that the Town amend the first sentence of Chapter XVIII, Section 4 of the Town By-Laws by eliminating the existing annual fees to be charged by the Town for the issuance of license for dogs and by substituting therefor the flat rate of "Ten Dollars".

After explanation by David Neill and Town Clerk, Theresa Fanning, the Moderator called for the vote.

VOICE VOTE: MOTION PASSES

****

ARTICLE 9 Moved by Heather Ford, duly seconded, that the Town transfer $7,500 from available funds for an engineering feasibility study of alternatives for improving drainage in the Howard Street/Linden Street, Alan Road/Martel Road, Juniper Road, Ortins Road, Boardman Lane, and Lake Drive areas.

Heather Ford gave a brief explanation and turned the floor over to Steve Kenney, who continued to explain the need for the study. After brief discussion Moderator called for the vote.

VOICE VOTE: MOTION PASSES

****

ARTICLE 10 Moved by Peter Twining, duly seconded, that the Town transfer $3,150 from available funds for an early retirement package for a Town employee, said sum to be expended only in accordance with such terms and conditions as may be determined by the Selectmen.

Peter Twining explained this would replicate the retirement allowance that employee would receive from Essex County Retirement and Social Security combined IF he retired at 62 years of age. Employee is now 59, will turn 62 in August of 2000. Town to add an amount that would match Social Security before taxes. Asking the meeting to appropriate money for 8 months this year, $3,150., so this is a package for early retirement. If approved there will be two subsequent appropriations: one next fiscal year and one the year after, each year $5,400.

After short discussion Moderator proceeded to the vote.

VOICE VOTE: MOTION PASSES

****

ARTICLE 11 Moved by Peter Twining, duly seconded that we take NO ACTION on Article II.

VOICE VOTE: MOTION PASSES

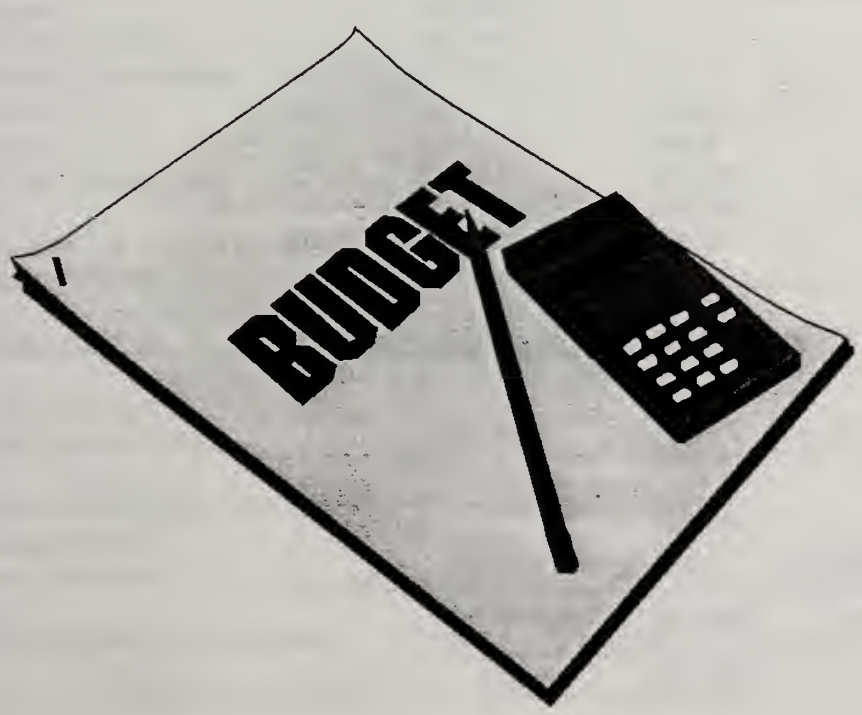
****

There being no further business the Moderator adjourned the meeting at 9:15 PM.

A TRUE COPY: ATTEST:

Theresa M. Fanning, CMC

Theresa M. Fanning, CMC - Town Clerk



TOWN OF HAMILTON
COMBINED BALANCE SHEET
JUNE 30, 1997

	GOVERNMENTAL FUNDS		PROPRIETARY FUND	FIDUCIARY FUNDS	TOTAL
	GENERAL	SPECIAL REVENUE	WATER ENTERPRISE	TRUST & AGENCY	(MEMORANDUM ONLY)
ASSETS					
Current Assets:					
Cash & Investments	1,504,629	187,038	232,110	1,278,111	3,201,888
Accounts Receivable:					
Taxes	887,994				887,994
Water rates and services			298,212		298,212
Prepaid expenses	341		556		897
Due from other funds	10,152	500		15,500	26,152
TOTAL ASSETS	2,403,116	187,538	530,878	1,293,611	4,415,143
LIABILITIES AND FUND BALANCE					
LIABILITIES:					
Current liabilities:					
Accrued expenses	36,084				36,084
Tailings	5,049				5,049
Deferred revenue	365,399		78,595		443,994
Tax overlay for abatements	436,555				436,555
Warrants payable	95,496	22,138	20,249		137,883
Due to other funds	15,500			10,652	26,152
TOTAL LIABILITIES	954,083	22,138	98,844	10,652	1,085,717
FUND BALANCE:					
Reserved for continued appropriations	169,279				169,279
Reserved for endowments				1,282,959	1,282,959
Reserved for expenditures	353,000				353,000
Reserved over/under estimates	-1,982				-1,982
Unres-Designated for capital exp			432,034		432,034
Unreserved and undesignated	928,736	165,400			1,094,136
	1,449,033	165,400	432,034	1,282,959	3,329,426
TOTAL LIABILITIES AND FUND BALANCE	2,403,116	187,538	530,878	1,293,611	4,415,143

TOWN OF HAMILTON
COMBINED INCOME STATEMENT
JUNE 30, 1997

	GOVERNMENTAL FUNDS		PROPRIETARY FUND	FIDUCIARY FUNDS	TOTAL
	GENERAL	SPECIAL REVENUE	WATER ENTERPRISE	TRUST & AGENCY	(MEMORANDUM ONLY)
REVENUE:					
Property taxes	9,193,343				9,193,343
State government	603,297				603,297
Local	1,153,512				1,153,512
Water rates & services			582,264		582,264
Other		450,264	11,708	73,179	535,151
Police private		114,984			114,984
Recreation revolving		146,257			146,257
Total Revenue	10,950,152	711,505	593,972	73,179	12,328,808
EXPENDITURES:					
General government	867,497				867,497
Public safety	1,378,933				1,378,933
Health & town benefits	1,027,457				1,027,457
Department of public works	1,157,501				1,157,501
Water enterprise			489,197		489,197
Education	6,588,703				6,588,703
State & county assessment	226,454				226,454
Other		547,592		10,248	557,840
Police private		119,164			119,164
Recreation revolving		81,748			81,748
Total Expenditures	11,246,545	748,504	489,197	10,248	12,494,494
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(296,393)	(36,999)	104,775	62,931	(165,686)
OTHER FINANCING SOURCES (USES)					
Operating transfers in	146,653	500		20,000	167,153
Operating transfers out	(20,000)	(32,414)	(91,076)	(23,663)	(167,153)
Net Other Financing Sources (Uses)	126,653	(31,914)	(91,076)	(3,663)	-
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	(169,740)	(68,913)	13,699	59,268	(165,686)
FUND BALANCE JULY 1, 1996	1,618,773	234,313	418,335	1,223,691	3,495,112
FUND BALANCE, JUNE 30, 1997	1,449,033	165,400	432,034	1,282,959	3,329,426

TREASURER/COLLECTOR
ANNUAL REPORT
FOR 1997

I hereby submit my report as Treasurer/Collector for the Town of Hamilton for the year ending December 31, 1997.

Balance January 1, 1997	$ 2,394,455.82
Receipts during 1997	12,893,796.89
	15,288,252.71
Disbursements during 1997	12,783,611.48
Balance December 31, 1997	2,504,641.23

See report for collection breakdowns.

Investment Program - Balances December 31, 1997

Stabilization Fund	$ 307,170.52
Clark Property Fund	307,316.11
Conservation Commission	309,601.69
Trust Funds	389,105.05
	$ 1,313,193.37

Respectfully Submitted,

Kay E. Turner
Treasurer/Collector

TREASURER/COLLECTOR'S ANNUAL REPORT

CALENDAR YEAR ENDING
12/31/97

CATEGORY	YEAR	1997 January - June	1997 July - December	1997 Total
REAL ESTATE				
Prior to	**1994**	$ 14,904.95	$ 48,405.11	$ 63,310.06
	1994	4,467.18	16,907.49	21,374.67
	1995	12,572.46	13,298.43	25,870.89
	1996	42,506.48	40,372.83	82,879.31
	1997	4,495,780.99	127,652.39	4,623,433.38
	1998	-	4,385,962.86	4,385,962.86
Subtotal		4,570,232.06	4,632,599.11	9,202,831.17
PERSONAL PROPERTY	**1995**	(37.20)	-	(37.20)
	1996	35.18	291.60	326.78
	1997	53,452.66	162.75	53,615.41
	1998	0	52,690.11	52,690.11
Subtotal		53,450.64	53,144.46	106,595.10
MOTOR VEHICLE EXCISE				
Prior to	**1992**	313.44	118.13	431.57
	1992	47.50	57.50	105.00
	1993	128.12	269.38	397.50
	1994	652.10	164.69	816.79
	1995	2,849.27	478.45	3,327.72
	1996	23,650.23	7,163.91	30,814.14
	1997	476,775.80	94,855.11	571,630.91
Subtotal		504,416.46	103,107.17	607,523.63
PENALTIES & INTEREST		52,939.41	87,929.47	140,868.88
MUNICIPAL LIEN CERTIFICATE		6,550.00	10,725.00	17,275.00
BOAT EXCISE	**1997**	461.10		461.10
	1998	-	233.00	233.00
Subtotal		461.10	233.00	694.10
WATER DEPARTMENT				
Water Rates		304,546.52	248,036.63	552,583.15
Water Service		9,705.00	16,000.00	25,705.00
Water Liens		12,009.19	1,425.86	13,435.05
Penalties & Fees		1,180.00	2,659.41	3,839.41
Subtotal		327,440.71	268,121.90	595,562.61
TOTAL		$ 5,515,490.38	$ 5,155,860.11	$ 10,671,350.49

BOARD OF ASSESSORS

For 1997, the total assessed taxable valuation of the Town of Hamilton is $626,249,866 with a property tax levy of $10,026,260. The fiscal year 1998 tax rate as certified by the Department of Revenue is $16.01, up $0.85 from the previous year. There were 238 building permits issued in 1997; including 6 new dwellings, resulting in an additional $85,245 in tax levy growth.

Under the direction of the Board of Assessors, the town's state-mandated data recollection program was completed. This Board also successfully renegotiated an in-lieu-of-tax agreement with the Town of Manchester relating to the new pumping station. Additionally, in keeping with the Board's commitment to review property valuations on an annual basis, the Board again adjusted assessed valuations throughout the town to insure that Hamilton remained in compliance with Department of Revenue guidelines relating to equitable assessment practices and procedures.

This department also participated in the town's successful implementation of the MUNIS accounting/tax administration computer system. The Board acknowledges, in particular, the efforts of Pam Plummer who worked tirelessly with the Accountant, Tax Collector and MUNIS to help coordinate the accurate conversion of assessing data thereby insuring the timely mailing of real estate tax bills.

The Board thanks Hamilton's property owners for their patience and cooperation during the data collection program. The Board assures property owners that the Assessors will continue to work towards improving taxpayer equity throughout the Town of Hamilton.

Respectfully submitted: **Robert H. Trussell, Chairman**
George E. Cantwell
Gelean M. Campbell

TOWN OF HAMILTON

POLICE DEPARTMENT

WALTER D. CULLEN
CHIEF OF POLICE

265 BAY ROAD
HAMILTON , MASSACHUSETTS 01982

TELEPHONE
508-468-1212
FAX: 508-468-1919

1997 Year End Statistics

In calendar year 1997 the Hamilton Police Department handled a total of 5008 recorded incidents. A synopsis of the department's response to these incidents is presented below.

Open cases.....	44
Closed cases.....	4964
Total cases	5008

Closed cases generally include criminal activity with court action, motor vehicle activity, miscellaneous complaints and public service. General criminal activity not requiring court action would include those incidents cleared by means of verbal warnings, attempted crimes, and extenuating circumstances. Included in these categories are a host of activities ranging from vandalism to recreational vehicle complaints.

A more detailed breakdown of department activity is as follows:

GENERAL INVESTIGATIONS/CRIMINAL ACTIVITY

Federal Index Crimes (Uniform Crime Report)

Murder.....	0
Rape.....	0
Robbery.....	1
Assaults.....	15
B+E Burglary.....	12
Larceny.....	94
Motor vehicle Theft.....	2

Other Crimes

Vandalism	38
Sex Offenses	2
Drug Violations	22
Liquor Law Violations	57
Drunk/Incapacitated	34
Disorderly Conduct	21
General Disturbance	265
Domestic Disturbance	109
Telephone Harassment	266
Animal Calls	245

MOTOR VEHICLE ENFORCEMENT SUMMARY

Vehicles Stopped by Cruiser	
Citations Issued	367
Written Warnings Issued	244
Verbal Warnings Issued	287
Court Summons	26
Arrests*	17

MOTOR VEHICLE ACCIDENTS
(per incident not per vehicle)

Investigated by officer	74
Reported by not investigated	105
Involving Pedestrian/bicyclist	1
Fatalities	1
Motor Vehicle Hit and Run	8

PUBLIC SERVICE

Burglar Alarms Answered	470
Assistance at Fire Calls	153
Lock-Outs Residential/MV	137
Ambulance Transports*	294
Animal Calls	245
General Assistance	569
Mutual Aid Other P.D.	98

*See section on Emergency Medical Services.

EMERGENCY MEDICAL SERVICES

In 1997 the HPD Ambulance was dispatched a total of 405 times resulting in 294 patient transports, 57 treatment refusals, and 54 incidents where the ambulance was ultimately not required. As usual our minimal medical response time coupled with the high level of training maintained by our personnel has added to the pride of this unique police service.

COMMUNITY POLICING

This year the department activity once again reflects a healthy percentage in this area. Typically the above statistics do not adequately represent the non-quantifiable activities undertaken by the members of this department. This includes among others; identifying and addressing the needs of the community in order to better manage the focus of department activities.

Additionally it should be noted that a contingent of 12 Auxiliary Officers have supplemented the policing efforts of this department by volunteering a total of 1288 hours of service. This department is extremely grateful for their assistance during the entire year.

Respectfully Submitted,

Chief Walter D. Cullen

Lieut. Robert A. Nyland

Sergt. Robert A. Smith
Paul R. Grant
Donald D. Dupray

Ptlm. Edward B. Hopping
Arthur P. Hatfield
Scott G. Janes
Stephen Trepanier
Brian L. Shaw
Karen Wallace
Kenneth Nagy
Matthew C. Donovan
Michael D. Marchand

THE BOARD OF FIRE ENGINEERS HEREWITH SUBMITS OUR ANNUAL REPORT FOR 1997

The Hamilton Fire Department has the following apparatus available for service;

Engine 1	1996 Pierce 1250 GPM Fire Pumper
Engine 2	1985 International/Ranger 1000 GPM Fire Pumper
Engine 3	1975 Howe 1250 GPM Fire Pumper
Ladder 1	1980 American Lafrance 100' Aerial Ladder
Squad 1	1991 Ford Forestry Truck
Cascade 1	1994 Ford Air Supply Van

The Department responded to 352 calls for assistance in 1997. This represents approximately an 8% increase in activity over 1996. Overall activity continues upward.

Town meeting 1997 allowed us to acquire a small parcel of land at the south end of the Public Safety Complex creating needed additional emergency parking. This allows Firefighters a rapid parking area when responding to alarms. Our thanks to Chief Woodman who had the foresight to realize the value of the property.

Specifications for the rehabilitation of our Ladder Truck are 90% completed. Bids should be going out around March 98. This is the second half of our plan, which once completed, should handle our Aerial Ladder needs for the next 8-12 years.

Challenges in Fire Prevention continue. Additional regulations and requirements are ongoing. Success in Fire Prevention can be measured in our ability to remain proactive. Education, preplanning, record keeping and inspections are vital necessities. This years' addition of a part time Firefighter in the Fire Prevention office has been invaluable in our ability to maintain a proactive Department. Additionally, during his duty hours, this Firefighter is available to help with our daytime personnel challenge. Once again our Fire Prevention Officer, Deputy Chief D. Parsons has successfully pursued grant money for Fire Prevention education. This "SAFE" Grant (Student Awareness of Fire Education) money is used for ongoing education both in and out of the school system.

We are increasing, on annual basis the Summer weekend station coverage now provided. In addition, our Fiscal 1999 budget will include provisions to augment the call force during the day. With less of our force living and/or working in Town, our ability to provide a rapid suppression effort during the day is sometimes compromised. We feel that day coverage will assure our ability to respond promptly to any emergency.

The Board of Fire Engineers is very proud of the Hamilton Fire Department. We welcome any input from our residents. Please feel free to contact any one of us should you have a question, comment or interest in becoming a Call Firefighter. Thank you to our members and our citizens for your continued support.

Respectfully Submitted,

Douglas A. Woodman

Kenneth R. Brand

Philip W. Stevens

Daniel E. Parsons

Channing Howard

DEPARTMENT OF PUBLIC WORKS

This year has been full of administrative changes. On April 16, Steven Kenney was hired as Director of the Department of Public Works. In May, by Town Meeting vote, the Board of Public Works was abolished and its authority transferred to the Board of Selectmen. The three members of the ***Board of Public Works:*** Gordon "Tiny" Thompson, Lawrence Lamson, and Paul Ricker, shared their knowledge and assistance with the Director, (and I appreciated their help during my first few weeks). Special thanks is extended to Gordon Thompson for agreeing to stay on as a liaison between the old Board of Public Works, and the Board of Selectmen, thus assuring a smooth and consistent transition.

Highway Division Operations

Highway Reconstruction Program

The road program was very successful this year. Brox Industries was awarded the paving bid and All States Asphalt, Inc. was awarded the reclamation bid. The DPW completed work on the following roads:

Total Reconstruction
Partridgeberry Lane
Highland Street (from Wenham line to Asbury Street)
Chebacco Rd. (Villa Road to Town Beach)

Reclamation
Chebacco Road (Town Beach to Boat Ramp)

Reclamation/Base Coat
Inner Woodbury Street
Lower Howard Street
Lois Street (Rust Street to Linden Street)

1 1/2" Top Coat
Lois Street
Naples Road
Savoy Road
Upper Howard St.
Lorenzo Avenue
Margerie Street
Upper Railroad Ave.
Moynihan Road
Woodside Road

The Asbury Street/Walnut Road project is at its 75% phase and almost ready to go to bid. Unfortunately, the funds to pay for this project have been held up by both Federal and State legislators and it may be some time before the project is actually started.

It is with the voters' support of the $188,000.00 at the ballot and at Town Meeting, that made it possible for the DPW complete these type of projects in conjunction with Chapter 90.

Highway Regular Maintenance

The regular maintenance program went along smoothly. Standard catch basin cleaning and street sweeping was done along with more aggressive repair and upkeep of storm drains, roadside brush clearing, and the replacement of street signs than in previous years. Guardrails were replaced along Highland and Woodbury Street. Snow removal and sanding was carried out well and raods were maintained to maximize public

safety.. When the surprised April 1st storm hit, the DPW crew was able to keep the roads opened and cleared, even though they had to work long hours. This crew continues to assist all other departments in their needs and it's their diversity and varied expertise that saves the Town money outside regular highway tasks.

Thanks are extended to Richard Poole, Highway Foreman, as well as; Kirk Davis, Harold Allen, Dave Goodwin, and new employee Gregg Stevens, for a fine job, well done!

Park Division Operations

Through the Board of Selectmen and the generosity of the Myopia Hunt Club, the Town was able to obtain additional land from Myopia's Schooling Field to expand the park land which will allow better access to the ball field and enhance the park. There was an increase in use of the fields, due to team enrollments and construction at the high school. As usual, the playing fields, parks, library and pool were well maintained. Thanks to Paul Rigol, Park Foreman, for his conscientious and dedicated work.

Cemetery Division Operations

The cemetery also received additional property through negotiations between the Planning Board, Town Administrator, Candace Wheeler, and the Pirie family. Through the generosity of the Pirie's, the Town was able to obtain enough additional land, to extend the sale of lots and graves for another 20 to 30 years, over the current maximum sell-out point. The water division extended a 2" water main allowing water service to some of the newer lots.

The Cemetery Division conducted the following transactions during 1997:

Single Grave, Four Grave
(Sale of Lots) $10,700
(Perpetual Care) $8,450
Openings/Foundations - $17,050

As traditional, the cemetery was in great shape for Memorial Day and was well maintained throughout the season. Additional thanks to Joe Shea, Cemetery Foreman, for his hours of hard work and dedication.

Equipment Maintenance Operations

The Town Mechanic has done an exemplary job in keeping the DPW Fleet running, along with his duties in maintaining the Police and Civil Defense vehicles.

The DPW unfortunately has had to perform repairs well beyond routine maintenance, due to the age of some of our vehicles. Voter support is requested to replace a few of the older trucks next year which will keep repairs down. Thanks to Rick Campana, Town Mechanic for his knowledge and expertise in maintaining the wide range of equipment we have.

Solid Waste Disposal

The Selectmen have signed an additional two year contract with Waste Management of Gloucester to pick up refuse and recyclables at curbside for the Town. They have done a great job in being generous to those who mistakenly put out refuse in a manner not consistent with the by-laws. To help clarify this, the Board adopted new by-laws (see Town Meeting Warrant Book). The DPW has collected 3004.46 tons of refuse this year and sold 122.54 tons of unused tonnage to meet our annual G.A.T. figure for NESWC. The "White Goods" collection day, conducted by DPW and Waste Management went on without any problems. The Town was able to recycle 10 tons of white and light metals. As Director, I thank Selectman David Neill for taking on the responsibilities of dealing with the NESWC issues.

The "Leaf Collection" program was implemented this year as in past years by Waste Management. The DPW did have some problems with the fall collection since the draught caused some trees to drop leaves earlier than expected and an early snowstorm interfered with the last day of collection. With all this, the DPW were still able to collect 537.81 tons of leaves. Thanks to Peter Britton and Jack Lawrence for taking the leaves as part of their composting facility. This type of community cooperation allows the Town to keep the costs down in this type of program.

The DPW continues to have recycling bins available to all residents requiring one. The DPW encourages citizens to recycle and with their efforts the Town was able to recycle 630.89 tons of recycled materials. There are also composting bins available at $32.54 per bin for those interested.

My thanks to Nancy Stevens, the DWP Administrative Assistant for coordinating all of the departments under the DPW umbrella and keeping the office running smoothly.

Water Division Operations

As in the past, there has been a lot of activity surrounding the Town of Hamilton's water supplies, both in quality and quantity. The ***quantity*** problem has been ongoing and in the summer of 1997 a mandatory water ban was enacted to help alleviate this problem. Even with the water ban, the total pumpage increased over last year. A professional leak detection survey was conducted and no substantial leaks found.

Usage	*Total Pumpage*	*Month of Max. Usage*	*Week of Max.*
1996	222,440,000	July [23,331,000]	8/1-8/8 [6,250,000]
1997	224,469,000	June [29,111,000]	6/6-6/12 [7,092,000]

The Water Department looked for, and found, alternate sources of water to be developed. These included a satellite, or additional well, at the existing Caisson and Idlewood I sites, and a deep gravel pack, or bedrock well, in the Idlewood wellfield area. It is hoped that some of these alternatives will be in place by the summer of 1998. Along with these alternatives, the Water Department will again be emphasizing water

conservation in various forms to help keep down the demand during the summer months. This will help both the town's water supply as well as the Ipswich River, in the long term.

The *quality* problem is also being addressed. Although Hamilton's water is safe to drink, it has some aesthetic issues. The Water Department has been aggressive in battling iron and manganese problems in the water by a hydrant flushing program, which should eliminate deposits of these metals in the water mains and clean the distribution system in preparation for a water treatment plant. After reviewing several methods piloted by two engineering firms, Weston & Sampson and EarthTech, regarding removal of the iron and manganese by filtration, the one recommended by EarthTech and manufactured by Filtronics was chosen. This method is environmentally friendly, uses a minimal amount of chemicals, is not labor intensive, and its design and construction will not greatly impact the neighborhood. This solution appears to be the best one to correct the aesthetics of Hamilton's water without bankrupting the taxpayers. Other water main projects are also being done to enhance circulation and fire protection.

The Water Department continues to maintain the current system. One employee has been designated to oversee water samples and pump stations to ensure compliance and maximum quality control. The Department has also added an additional person who is shared with the Highway Department.

Some work included this year has been:

Meter installations/replacements:	
5/8"	243
1"	16
1 1/2"	4
2"	5
3"	1
4"	2

Water main installations: 900' of 8" on Woodbury St.
1000' of 8" on Howard St.

Hydrant installations/repairs/replacements: 23
Service installations/renewals: 24
Flow tests: 8

Administratively, the Water Department is doing fine. We thank Gail Hannable, Administrative Assistant for her time and persistance in dealing with our computer billing program. Even with the problems we have had, she was able to get the bills out on time.

Special thanks to Damon Boutchie for his cooperation in assisting the town during the absence of a director in addressing our water concerns.

It is with the continued attention of Jeff Mazetta, Water Foreman, and employees, Paul Provost and Tim Shea that the water continued to flow.

It has been a pleasure working with the Board of Selectmen.

Respectfully submitted, **Steven Kenney, DPW Director**

BOARD OF HEALTH

The Board of Health is responsible for the overall stewardship of the public health and environmental protection of the town; and its responsibilities are defined both by local by-laws and state law. The Board promotes, enacts, and enforces health and environmental rules and regulations. Additionally, the Board of Health conducts health clinics, participates in education programs wherever possible, and administers the contracts for a food inspection program, a public health nurse, and communicable disease follow-up program, and animal inspection services.

Over sixty percent of the Board's funds and effort are concerned with the enforcement of the laws and regulations for sewage disposal. This includes many site visits to existing and proposed home sites, review and approval of plans, and the issuing of treatment and disposal system permits. The Board's role also includes the inspection of construction of the sewage systems and involvement in the permit process. The changes in the state regulations governing on-site sewage disposal, known as *Title V (Five)*, have meant a greatly increased workload to this office. Required inspections of systems at the time of property transfer has resulted in many properties being upgraded to current requirements. While the workload has strained the resources of the Board, we believe the new regulations to be in the best interest of protecting the public health and environment of the town.

This year, the Board of Health successfully completed the first round of funding for the Septic System Repair Program. Five loans were made and construction was completed at four properties. Also this year, the Tobacco Control Program focused on enforcement, prevention and education. In January, compliance checks revealed two retail establishments that sold tobacco products to minors. One store voluntarily discontinued sales of tobacco products and the other agreed to participate in an employee education program on state and local regulations. In February, federal legislation was passed requiring retailers to request identification of tobacco purchasers under age twenty-seven. July compliance checks found that 100% of local retailers refused to sell tobacco to minors. Retailers were also checked for required signage and permits in full view at the register.

Hot Shots basketball competition was held for 5th, 6th and 7th graders as an educational program for healthy bodies and dangers of smoking. Over 500 students participated. Twelve students went to the area competition in Beverly and five were chosen to go to the finals at the Fleet Center in June. One 6th grade student placed second at the finals. It is a great prevention model for healthy lifestyles for youth. Education programs continued in conjunction with the high school peer educators at the Great American Smokeout and World No Tobacco Day. A program on Women and Tobacco was held at the library. . Presentations on the dangers of smoking were made by speakers at both the high school and middle school. The Program also participated in the annual High School Health Fair in April and the Newcomers Coffee in November.

The new funding cycle brought some changes to the program. Eight Boards of Health formed a collaborative to offer the Tobacco Control Program a larger scale in hopes that the eight communities will have similar regulations, enforcement and educational programs. The Grant was funded. Staff will be increased to service the area. A second grant for outreach to middle school girls was also funded through DPH. In October, the City of Gloucester became the lead agency. This program started October 1997 and will continue through June 2000.

Semi-annual food inspections were performed by Krueger, Inc. at all permanent, limited and temporary establishments that sell and/or prepare food including the three public schools of the Hamilton-Wenham School District.
ABL Visiting Nurse Association provided public health, preventative health and health promotion services to the residents of Hamilton. These included:

1) Influenza immunization of elders and high risk individuals at home and at clinics, funded by the Board of Health. A total of 251 people were vaccinated at our two clinics, in their homes, and at the ABL Visiting Nurse Association office.
2) Tuberculosis screening
3) Immunization against other communicable diseases
4) Communicable disease follow-up by telephone and/or home visits whit completion of epidemiological survey.
5) One time home visits to high risk mothers and their newborns
6) Occasional home visits to assess an individual's health and safety, and grief visits

ABL also participates in/or provides community screenings (glucose, cholesterol, blood pressure), educational offerings, and health fairs in other sites in the North Shore which are open to Hamilton residents. Most of these endeavors are a service of ABL and are seldom funded.

In May, a rabies immunization clinic for dogs and cats was offered at the town garage. The clinic was sponsored by the Veterinary Association of the North Shore. Assistance was provided by Animal Inspector, Reed Wilson, Animal Control Officer, Albert Doran, Administrative Assistant, Gail Messelaar and part-time Administrative Assistant, Doris Cole.

The Mid-Atlantic rabies epizootic among raccoons and other ground animals peaked in Hamilton during the Spring and Summer of 1994. However, the danger of rabies remains with us as any area with raccoon babies will likely see cycles with peaks in rabies incidence every three to four years as raccoon populations are reduced by rabies and then replenish themselves. The Board cannot overemphasize the absolute need for dog and cat owners to obtain rabies vaccinations for their pets and re-vaccinations on the required schedule. Please have cats and dogs vaccinated, not only to protect their health, but to prevent rabies in humans as pets are the bridge between ground animals and humans. Pets must be re-vaccinated within one (1) year of their initial vaccination and re-vaccinated as recommended by the Veterinarian, or vaccine manufacturer, thereafter.

The Commonwealth of Massachusetts, Department of Food and Agriculture, Division of Animal Health and Dairying requires all horses, ponies, cattle, sheep, goats, swine and flocks of poultry numbering twenty-five (25) or more to be inspected and an annual census completed. The Inspector of Animals conducted inspections of animals and their housing conditions at fifty-four (54) sites in town.

Beef Cows	6
Beef Heifers under one year	0
Beef Heifers one to two years	5
Beef (one animal constitutes a herd)	6
Horses	320
Ponies	27
Donkeys	8
Goats	2
Sheep	13
Swine	1
Poultry Flocks	5
Dairy Cows over two years	0
Dairy Cows one to two years	0

During the year, the Board performed the following reviews, and issued the types and numbers of licenses listed below:

Disposal Works Construction (new)	8
Disposal Works Construction (repair)	97
Disposal Works Construction (renewal or transfer)	3
Subdivision Review	2
Food Establishments	33
Temporary Food Establishments	6
Disposal Works Installers	42
Exams for Disposal Works Installers	4
Septage Pumpers	11
Portable Toilets	7
Keeping of Animals and Stables	70
Wells	19
Soil Testing	105
Pool Permits	2
Recreational Camps	1

The Board also distributed the following number of doses of vaccines and biologics:

Heb B	DTP	DTAP	OPV	Hib	MMR	DT	Td	PPD	ISG
682	45	540	340	270	520	20	885	240	24

Total fees collected in Calendar Year 1997 were $28,320.00. These monies were turned over to the Town Treasurer and receipts were received for same.

The Board of Health thanks other town boards, employees and citizens for their support and cooperation during the year.

Respectfully submitted,

James T. Campbell, Chairman
Peter Johnson
Brian Longval
Martin Fair, R.S., C.H.O., Health Agent
Gail Messelaar, Administrative Assistant
Reed Wilson, Animal Health and Dairying Inspector
Albert Doran, Animal Inspector for Dogs

CONSERVATION COMMISSION

In 1997, the Hamilton Conservation Commission not only continued to fulfill its primary responsibilities for resource protection, but it maintained and expanded its interests in environmental programs to benefit Hamilton residents.

During this year, Lisa Press was named Chairman after serving several years on the Commission. Jim Hankin was named Alternate Chairman. Marcie Ricker accepted the position of Conservation Commission Coordinator.

Commission Mandate

The Conservation Commission's primary responsibility is protection of the Town's wetlands and surface water bodies with its associated wildlife. This jurisdiction includes all activities occurring within 100 feet of defined wetlands, lakes and ponds and within 200 feet of perennial streams and rivers within the Town of Hamilton.

Commission jurisdiction and responsibility is based on three state laws and our local bylaw:

- The Conservation Commission Act (MGL Ch 40 s8C)
- The Wetlands Protection Act (MGL Ch 131 s40)
- The Massachusetts Rivers Protection Act (MGL Ch 258)
- Local Bylaw (Ch 17)

Responsibilities of the Commission include:

- Processing of Applications
- Investigation of Complaints
- Consultation with other Town Boards
- Educational Programs
- Participation in MACC Seminars and Workshops

The Commission's responsibility and response to the filing of a typical application for activity within its jurisdiction is to:

- Accept the filing of the applicant
- Review the application and assess the applicable fee
- Institute legal notification in appropriate publications
- Conduct site review by Commission members
- Hold required public meetings/hearings
- Vote to establish official position
- Provide written notice of findings to applicant within 21 days
- Issue a Certificate of Compliance upon completion and review

1997 Special Events and Projects

During the last year, the Conservation Commission, in addition to its legal responsibilities for wetland protection, continued to broaden activities in conservation related programs that not only protect or enhance the natural resources of the Town, but provide access to its residents and others to share in the end results of preservation efforts.

The Commission continued as liaison with Manchester in the joint Gordon Woods land acquisition project. The Commission wrote the Self-Help Grant for the purchase of Gordon Woods and coordinated its submission with Essex County Greenbelt, Manchester Conservation Trust, Manchester Conservation Commission and the Trust for Public Land.

The Conservation Commission was not only instrumental in the preparation and submission of the Self-Help Grant, the Commission also prepared the warrant article which financially positioned the Town to be able to accept the grant by the State of Massachusetts' deadline. The Commission prepared the appropriate press releases to educate the Town as to the complicated income sources and decipher the economic puzzle that would allow for the purchase of the Gordon Woods property. The Conservation Commission not only presented complicated information clearly to the Town at several meetings, but also worked as a liaison to the Clark family who originally dedicated the sum of money for the acquisition of land such as this precious parcel of open space.

This past Spring at the Hamilton Wenham Community House's annual Volunteer Recognition Tea, auxiliary member, John Hendrickson was recognized for the time and effort he has contributed to the preservation and development of the trail system throughout Hamilton. One of John's major successes is the development of one of the first handicapped accessible trails in the State of Massachusetts which will be located in Bradley Palmer State Park.

John Hendrickson was also instrumental to the success for 1997 Trails Day, held at Bradley Palmer Park. The day of celebration offered a free lunch of chips, hot dogs and soda, served by members of the Commission. Trails were used for biking, hiking and running throughout the day. The Potato Chip Band played as more than 700 guests enjoyed hayrides, guided tours and trail walks and visited information booths from local clubs and environmental groups. National Trails Day is an event which is held every year to raise public awareness of local trail preservation projects.

The Hamilton Trails Day event was so successful that the Conservation Commission won one of ten Trails for Tomorrow Awards sponsored by DuPont Codura nylon. The award included a trip to a ceremony held near Salt Lake City, a $500 cash award and $1,500 worth of donated packs, hiking and outdoor apparel. One member of the Commission who traveled to Salt Lake City to accept the award, stated that the project was a success because of the efforts of about one hundred people from a number of different agencies, before, during and after the event.

Several members worked as Commission contacts with the citizen and inter-departmental drainage study committee. After several meetings and a very muddy site walk, the committee determined that the best solution would be found by hiring a hydrological engineer to work on several sites in the drainage system that all had similar problems. At the Fall Town Meeting, the Town voted to allocate the funds for such a study. The Commission wrote the proposal and chose several firms to receive the request for proposals. As of January 1, the study is in progress.

One member of the Commission also dedicated his energy, time and skills to being a member of the off-road bike path committee. This committee studied potential areas for bike accessibility. This member offered the assistance of the Commission for any filings which may need to occur due to the crossing of resource areas as well as his own legal expertise regarding deed restrictions for pedestrian access.

The Commission enthusiastically endorsed the acceptance of the Conservation Restriction of the Pirie property located along the Miles River. One member of the Commission described the Miles River floodplain and adjacent uplands as being of outstanding ecological importance. The Commission hopes the dedication of open space along the river will encourage neighboring property owners to consider following the Pirie's example.

The Commission attended the annual MACC conference held in Worcester last March. Each member attended workshops and classes to further his/her knowledge and training in areas of environmental protection, land acquisition and legal implications of the Wetlands Protection Act and its new additions, such as rivers protection, stormwater runoff and erosion control.

On-going Programs

One of the Commission's core priorities continues to be the environmental education of our young people. To meet that objective, the Commission continues to support the Massachusetts Audubon's Hamilton-Wenham Environmental Education Program. At this time, the program involves seven grade levels, including lower, middle and upper schools. This year, kindergarten was introduced to the program with in-school visits from the Audubon. Parent and teacher training session were enhanced especially for the Ocean Discovery unit. Another educational activity the commission partakes in is the purchase of selected environmentally educational library books.

The "Discover Hamilton" program continues to be a popular experience for those interested in a range of walking, hiking and cross country skiing activities. Thanks to increased signage, trail maintenance and published maps, the trails system is used by more residents than ever before.

The Commission will again coordinate and assist in the sponsorship for the National Trails Day event which not only serves the interests of Hamilton residents, but of those residents who live in surrounding towns as well. We especially look forward to offering another cookout where the Commission cooks and serves lunch to a multitude of friends and neighbors.

The Conservation Commission looks forward to the March MACC conference to continue its environmental education through workshops and seminars as well as through attending occasional courses throughout the year.

CALENDAR YEAR 1997 FILINGS

During 1997, the Conservation Commission processed

28 Requests for Determination
12 Abbreviated Notices of Intent
9 Notices of Intent
2 Amended Orders of Conditions
6 Enforcement Orders
3 Extensions
7 Certificates of Compliance

In the year ahead, the Commission looks forward to its continued supervision of the New Middle School Project as well as monitoring the progress at Devon Glenn. The Commission eagerly awaits the purchase of Gordon Woods and feel satisfaction that one of the most important land acquisition projects of Essex County during this century has come to fruition.

Summary
The Conservation Commission continues to increase its range of projects from assisting residents with their questions and filings to writing grants for the acquisition of open space. Community guidance and involvement is not only the key to understanding regulatory responsibilities of resource protection, but also encourages appreciation of the land and its qualities as well. The Conservation Commission appreciates the Town's support for its efforts to carry out its legal responsibilities and expand that role to an understanding of regional issues and a cooperative effort with other cities and towns to jointly manage them.

Respectively submitted,

Lisa Press, Chairperson
Jim Hankin, Alternate Chairman
Virginia Cookson
Robert Cronin
Peter Dana
John Hamilton
John Rhoads
John Hendrickson (Auxiliary)
Marcie Ricker (Commission Coordinator)

PLANNING BOARD

In 1997, the Planning Board approved a total of five new building lots: one lot on Juniper Road, one pork chop lot off Bay Road near Sagamore Farm Road, one pork shop lot off Kinsman Lane and two lots at 641 Bay Road. Two of these subdivisions were on land owned by the Pirie family and include a donation of land to the Town cemetery, and a large tract of land along the Miles River was placed in a permanent conservation restriction. In addition, six plans were approved showing adjustments to existing lot lines or new lot lines for existing houses. The Board approved one Preliminary Subdivision Plan (the Juniper Road lot) and reviewed and offered advice on "concept plans" for a few other lot owners. A citizen's appeal to Land Court of a 1995 Planning Board decision was still unresolved at the end of 1997.

The Board reviewed and wrote advisory opinions to the Zoning Board of Appeals on eight site plans or abbreviated site plans. They were for a garage at the Police Station, the new Middle School at the site of the High School, a proposed new commercial building at Depot Square, an addition and a new building at the Hamilton Shopping Center, a town shed at Patton Park, a new club building for Myopia, an accessory dwelling on a large lot of Kinsman Lane, and the relocation of the Fitness Firm to Hansbury's "Variety Store" on Willow Street. The Board also granted a special permit for a common driveway off Autumn Lane to serve two "ski hill" lots and Tim Clark, Sr's lot.

The Board spend a great deal of time in 1997 interacting with other local and state officials and agencies, and meeting with town citizens on the following projects: Mass Highway's planned replacement of the bridge over the MBTA tracks on Cutler Road, the proposed new MBTA commuter parking lot and the relocation of the existing MBTA train station, the possible expansion of the Hamilton Shopping Center, the proposed new building in Depot Square, and the ISTEA project for major road improvements on Asbury Street and Walnut Road. Members of the Board and staff attended numerous meetings in Boston at the State Transportation public hearings to obtain citizen input on the projects. The Board worked with consultant Phil Herr in the area of downtown planning. A public meeting held in January at the Winthrop School to discuss both the MBTA and the ISTEA projects was very well attended by town officials and residents, as was an April site walk along Asbury Street to discuss individual home owner's concerns over the ISTEA project.

The Board hired Doug Trees, a local architect, as a consultant to provide professional assistance in the planning of the various significant changes in the Shopping Center, train station and Depot Square area of Hamilton, Doug's expertise, the time of his staff and the computer aided design plans he has produced have been of enormous value to the Board. With Doug's help, the Board has been able to develop comprehensive plans integrating ISTEA and MBTA in the Depot Square area rather than merely reacting to plans presented to them. This was made possible with the support of the Board of Selectmen and the Town with funds allocated to the Depot Square project at a Special Town Meeting held in October.

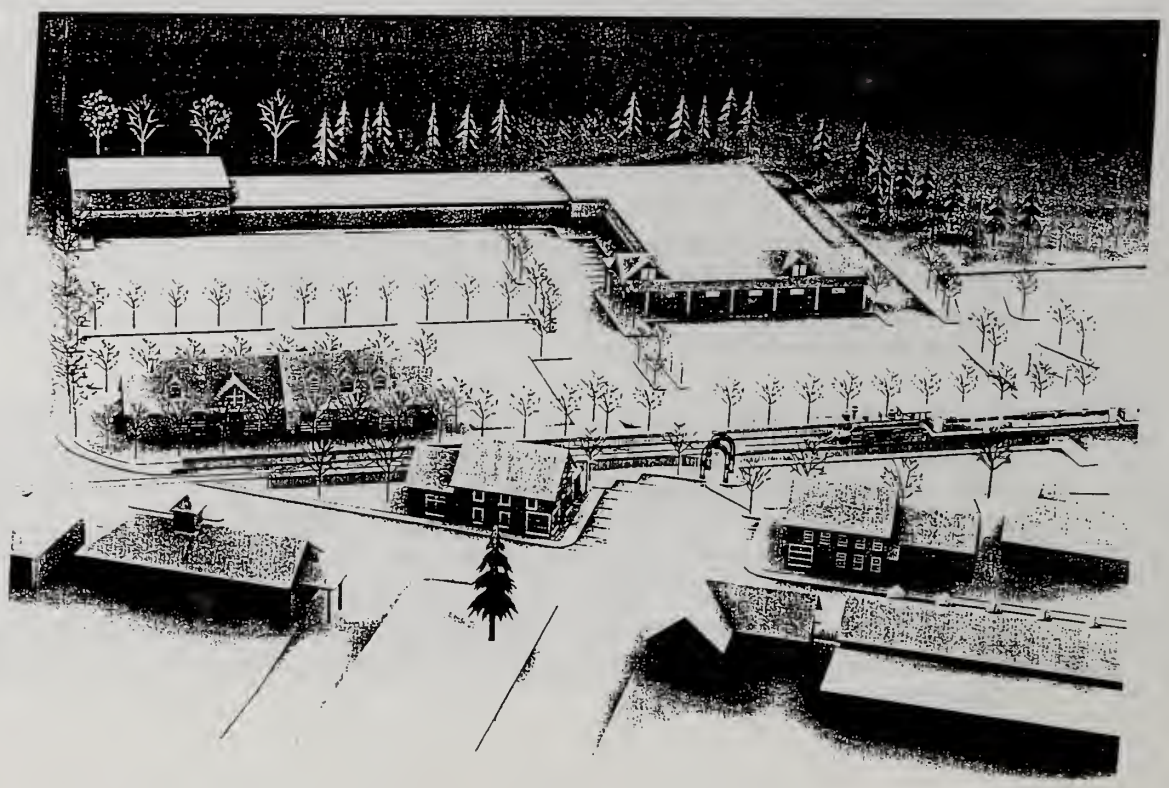
Several Zoning By-law amendments were researched and three were ultimately proposed by the Planning Board for the Spring Annual Town Meeting. All were approved. They included an Adult Entertainment By-Law, amendments to the Flexible Plan Subdivision Regulations, and dimension changes to the Frontage By-Law. A new, revised edition of the Zoning By-Law was produced, proofed and put into circulation in 1997. The coordinator spoke to the Hamilton-Wenham Business Council and the Rotary on the various changes coming to the downtown Hamilton area, and served as a liaison to the Road Safety Committee. The Selectmen also appointed the coordinator as the Town's representative to the MAPC North Shore Task Force.

There were no changes in the membership of the Board after the addition of Gregg Haladyna in early 1997. Laurie Allen Silva served as minutes secretary.

Respectfully submitted,

Peter Clark, Chair
Peter Britton
James Burnham
Gregg Haladyna
Marcie Ricker
Susie Richey
Robin Willcox - Vice Chair
Evelyn Shuman, Coordinator

PROPOSED CHANGES TO THE HAMILTON DOWNTOWN AREA



MAPC REPORT OF ACTIVITIES FOR 1997

The Metropolitan Area Planning Council (MAPC) is the regional planning agency representing 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, it serves as a forum for state and local officials and provides technical planning assistance and service delivery to its member communities. MAPC works with cities and towns through eight subregional organizations whose members are appointed by chief elected officials and planning boards. The Council provides the subregions with financial, planning and administrative support, and offers technical aid on selected special projects. MAPC is a designated Economic Development District of the federal Economic Development Administration and as one of 14 members of the Metropolitan Planning Organization (MPO), has oversight responsibility for the region's federally funded transportation program.

MAPC completed another successful year of working with its communities, state agencies, various non-profit groups, universities, businesses, special interest coalitions, state and federal legislators, and other regional planning agencies. The agency held at least 15 regularly scheduled meetings each month, eight of which were in the different subregions. These meetings plus special workshops, seminars, focus groups, and conferences linked together the hundreds of issues and individuals who are part of the Boston area's and the nation's planning scene. It was this network that provided the energy, vision and focus for Mapco's activities in the region.

After years of concern about the role of local governments in state transportation and planning and funding decisions, 1997 saw a landmark achievement in the formation of a new Boston area MPO. The reorganization was the outcome of federally supported mediation, with MAPC serving as a key negotiator for a stronger state/local partnership. MPO voting members now include seven cities and towns, along with seven state and regional agencies, including MAPC. The municipal and regional members of the MPO are responsible for programming about $40 million per year in local road and bridge projects, about one-third of the total funds available for the metropolitan region. MAPC works with communities to develop a list of local projects to be programmed for funding.

In September, the first Transportation Improvement Program was adopted by the new MPO. The TIP also included $10 million for "Enhancement Projects", and $3 million for Transportation Demand Management (TDM) projects. As a regional planning agency, MAPC's role in both the Enhancement and TDM programs is to solicit proposals and prescreen them for funding eligibility.

As always, the agency also participated in a variety of transportation related projects. One of the major efforts this year involved working on the Transpiration Summit meeting that was held in Springfield. This effort was organized to support the reauthorization of ISTEA and help assure that federal transportation funding for New England is not diminished. MAPC completed a three-year Pavement Management system project that involved the inspection of all federal-aid eligible roadways throughout the entire MAPC region. A report on the over 3,000 miles of road that were inspected was submitted to the Massachusetts Highway Department.

A new project that was organized last year was the Metropolitan Greenspace Initiative. Over 65 environmental and historic preservation organizations have indicated their interest in participating in this effort that MAPC is currently staffing. As part of this project, the agency has produced a map that illustrates the development growth in the greater Boston area from 1970 to 1991. The accompanying data documents the results of urban sprawl that has occurred showing a 15% growth in land development with only a 55% growth in population. MAPC staff has also been working with graduate students at the Harvard Graduate School of Design on the potential

for open space protection as the region continues to grow. During the past year the agency increased its association with the Boston Harbor Islands National Recreation Area planning project with the expectation that the agency will become one of the groups officially involved in the establishment of this new federal/state facility.

MAPC produced a number of publications during 1997. This past year the agency published its first yearly calendar with each month displaying maps containing different demographic data of interest to communities in the region and their residents. The Data Center also published a report, Top Employers, which listed by community the number of employees per establishment in the region. Other recent projects include a Title 5 compliance computer software application for Ashland and Hopkinton, economic forecasting for several agencies, school enrollment forecasts for several communities, and updates to the community profile series. The Data Center, working with Harvard University and the University of Massachusetts Boston, also complete a collaborative project known as the Massachusetts Electronic Atlas. This atlas provides access via the Internet to information on the 351 cities and towns in the state. All the information can be downloaded.

The GIS Lab completed numerous projects for both individual communities and for the region as a whole. Staff worked with Watertown on developing a tree inventory for the community. They also completed a wireless communication siting study for one of the subregions, an open space update for another, and a comprehensive regional zoning report for yet another. GIS staff conducted a number of workshops on parcel data automation and acted as an information resource for municipalities interested in beginning or expanding their GIS programs.

In addition to playing a major role on a number of regional boards and commissions, the staff also applied for and received grants to investigate shared services in one of the subregions and also to help communities deal with the issue of utility deregulation. MAPC continued to participate with the South Weymouth Naval Air Station reuse planning project. One MAPC staff member was contracted to work part time for the Town of Rockland on planning issues related to the base closure and reuse.

In 1997, the agency also completed a project that focuses on opportunities for bolstering the shoreline seafood processing and distribution industries in the Commonwealth, including an analysis of the importance of the industry to affected coastal communities in Massachusetts.

MAPC updated its overall Economic Development Program for 1997, analyzing the regional economy and economic development needs, and revising the list of projects eligible for federal funds through the Economic Development Administration (EDA) The agency administered a Community Adjustment Planning Grant provided by the U.S. Department of Housing and Urban Development to examine community responses to defense industry downsizing and evaluate defense dependencies of small and mid-sized municipalities. The project included several focus groups and a regional forum. A final report on strategies to adjust and diversify local economies in response to reduced defense spending will be completed in early 1998.

ZONING BOARD OF APPEALS

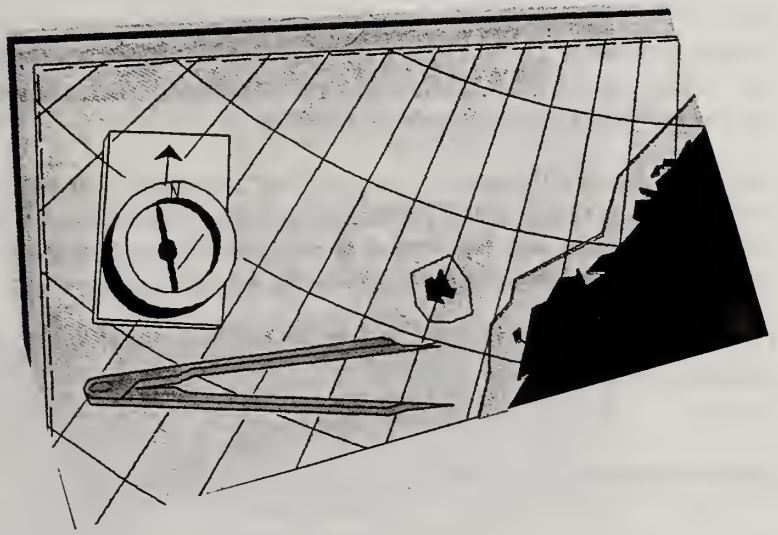
The Zoning Board of Appeals issued a total of 30 decisions in 1997.

Three Special Permits were granted for temporary additional living area(s) - granted
One Special Permit for renewal of temporary additional living area(s) - granted
One Special Permit for an accessory apartment on a large lot - granted
Six site plans - granted
Two abbreviated site plans - granted
One extension of a site plan approval - granted
Nine petitions for extension or alteration of a non-conforming use - granted
Two temporary permits for a non-conforming use - granted
Six variances - granted
Two petitions for a variance - denied

Finally, the Board made one finding that a variance wasn't required.

Respectively submitted,

William F. Bowler, Chairman
Winifred Whitman
Beth Ganister
David Sullivan



PERSONNEL BOARD

During this past year, Dix-Gallant Associates, a compensation and classification consultant hired by the town to review eighteen of the town's management and professional positions, completed its work and recommendations were adopted by the town at the May 1997 Annual Town Meeting. The Personnel Board now has up-to-date job descriptions and salary ranges for professional and management employees. The Board used the compensation of the eighteen full-time positions as a benchmark for the remaining non-union positions covered by the Personnel By-Laws and made adjustments were appropriate.

As a result of these recommendations, the town also increased the number of salary steps from four to seven, and made the time in each step uniform at one year. Since many of the employees were at the top of the previous scale, the new system provides longer-term employees an opportunity, over time, to receive increased compensation. The Personnel Board believes this compensation and classification study was the first done by the town and will present an excellent framework for a market-driven, internally equitable, compensation package.

In addition, another change approved at the Annual Town Meeting increased flexibility in dealing with employees hired under contracts. Compensation and benefits can vary from the Personnel By-Law when individual contracts are established by the contracting authority under the Town By-Laws.

At the request of the Selectmen, the Personnel Board consulted with the Selectmen and the Town Administrator on the reorganization of the Inspectors in a move toward the concept of an Inspection Department and in an effort to improve town residents' access to the various inspectors.

The Town of Hamilton's Anti-Harassment Policy was updated to incorporate the 1996 State of Massachusetts requirements. The Town Administrator and the Recreation Director agreed to have any complaints referred to them by town employees as the first level of response to complaints.

An Employee Assistance Program inaugurated in 1996 was continued into 1997. Given the changing nature of the workplace and the many issues faced in ones personal and professional lives, this program, over time, should save a multiple of its cost in added productivity, better management and the avoidance of litigation.

The Selectmen, the Personnel Board and the Town Administrator consulted on collective bargaining issues and an employee performance review system. Six employees were hired to replace employees who had retired or resigned. No new positions were created and the Town continued to consolidate and streamline its management structure.

The Board was involved in the mediation of two employee issues which were both resolved to the satisfaction of all affected. The Board was increased to its required five members by Larry Warner.

Respectively submitted, **Arthur J. Oberheim, Chairman**
Robert Bullivant
Daniel Parsons
David Shaughnessy
Larry Warner

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT COMMITTEE

	TERM EXPIRES
Jaclyn Finocchio (Chairman) 13 Conrad Circle, Wenham 01984 (468-3031)	1998
Catherine Harrison (Vice Chairman) 49 Pleasant St., Wenham 01984 (468-3359)	1999
Frank Cause (Treasurer) 28 Juniper St., Wenham 01984 (468-3897)	2000
John Serafini (Secretary) P.O. Box 81, 601 Bay Rd. Hamilton 01936 (468-1010)	1999
Michael Abbott P.O Box 154, 495 Bay Rd., Hamilton 01936 (468-3675)	2000
Carolyn Chouinard 16 Hamilton Ave., Hamilton 01982 (468-2256)	1999
Donald Gallant (Vice Chairman) 28 Mayflower Dr., Wenham 01984 (468-2357)	1998
Nancy Morse 48 Autumn Lane, P.O. Box 2608 Hamilton, MA 01982 (468-5013)	2000
Robert Whittier 35 Waldingfield Rd., P.O. Box 2608 Hamilton 01982 (468-4020)	1998

CENTRAL ADMINISTRATIVE OFFICE

MAILING ADDRESS:

Superintendent of Schools
775 Bay Rd.
Hamilton, MA 01982

TEL: (508) 468-5310

Dennis M. DiSalvo	Superintendent of Schools
Alec Wyeth, Ph.D.	Director of Curriculum
Susan O'Brien	Director of Special Education
Charles E. Cooke III	Business Manager
Jean M. Vitale	Secretary to Superintendent
Nancy A. Smith	Payroll Supervisor
Lois E. McIntyre	Bookkeeping Supervisor
Margaret A. Patch	Secretary/Bookkeeper

NONDISCRIMINATORY POLICY UNDER TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 AND CHAPTER 622, STATE OF MASSACHUSETTS

Federal law prohibits discrimination on the basis of sex in educational programs or activities receiving Federal financial assistance: In accord with requirements of Title IX of the Educational Amendments of 1972, as well as Chapter 622, State of Massachusetts, the Hamilton-Wenham Regional School District hereby serves notice that it does not discriminate in any educational programs or activities or in employment therein. Susan O'Brien, Hamilton-Wenham Regional School District, 775 Bay Rd., Hamilton, Mass, 01982 (Tel: (508) 468-5303) has been designated as the employee responsible for coordinating the Hamilton-Wenham Regional School District's efforts to implement the nondiscriminatory policy.

AGE OF ATTENDANCE

Pupils entering the kindergarten in September must have been at least five years of age on September 1st preceding entrance in September. Parents registering a child for kindergarten must present the child's birth certificate, and a statement from a doctor of the result of the physical examination which was given during that current year of registration. The school district holds a regular registration for kindergarten each spring.

NO SCHOOL SIGNAL

If it seems inadvisable to have school in session, the following procedure for no school signals will be observed. Radio Stations WEEI, WESX, WBZ, WMJX, WVBF and TV Stations, WBZ (Channel 4), WEEI (Channel 5), WHDH (Channel 7), and Channel 11 on Cable TV will be notified not later than 7:00 a.m. so that notification may be broadcast by them between 7:15 a.m. and 7:30 a.m. At 7:00 a.m. the no school 22-22 will be sounded on the local fire alarm. In the event of delayed opening, which will be announced on the same stations, school will start two hours later and A.M. Kindergarten will not be in session.

VACCINATION

According to Legislative Acts of 1967, Chapter 590: unless otherwise exempted, each child to be admitted to school shall present a physician's certificate that the child has been successfully immunized against diphtheria, pertussis, tetanus, measles, and poliomyelitis and such other communicable diseases as may be specified from time to time by the Department of Public Health. Beginning in September 1995, a second dose of measles vaccine will be required for entry into seventh grade until the year 2002.

REPORT OF SUPERINTENDENT OF SCHOOLS

TO THE CITIZENS OF HAMILTON AND WENHAM:

The warm welcome extended on my arrival in August 1996 has sustained me in 1997. It has been reaffirmed by the many positive interactions I have had with the Boards of Selectmen, Finance Committees, Town Recreation, Police Departments, Fire Departments and all those who support town government. It really does take a village or two to educate a child. In my case two villages peopled with responsible and caring town leaders and a concerned citizenry. When you couple this with a supportive and informed School Committee the formula is in place to educate and support all of our school children.

Having now visited over 100 classrooms since September of 1996, I am happy to share with the Hamilton and Wenham communities my confidence in the dedication and sincerity of our teaching and administrative staff. There is a renewed commitment to quality learning among all staff. They are in the process of implementing the necessary curriculum revisions and instructional changes required by school reform. The goal of raising learning expectations for all students is of paramount importance to all in the district. We are committed to school reform and ask that you understand that such changes require considerable effort and time to accomplish.

The administration of the new MCAS (Mass Comprehensive Assessment System) test will be administered in May 98. In my judgment it is premature and fails to allow sufficient time for the implementation of the new curriculum standards presented in the state curriculum frameworks. I hope we don't rush to judgment on the quality of our district's performance on this one test or any subsequent tests. This first administration of MCAS is designed to establish a new base line on performance standards for Massachusetts children. We need to keep that perspective.

I am concerned that with so much attention given to testing, we may lose sight of the emotional, social, and physical development of the children we serve. Any review of the newspaper headlines provides abundant examples of the difficulties we have as a people in simply getting along, of being tolerant of our differences, and of coming together to celebrate our common interests and beliefs. These difficulties are not addressed adequately by those educated only in intellectual areas but by those who are confident in themselves, socially adept and responsible, emotionally and physically healthy and who are allowed to grow in an educational climate that fosters their imagination, hopes and dreams.

I look forward to working with you in educating all your children and in preparing them for their roles in the 21st century.

My heartfelt thanks to all of you for your assistance in 1997.

Dennis M. DiSalvo
Superintendent of Schools

DEPARTMENT OF SPECIAL EDUCATION

The Special Education Department serves approximately 270 educationally disabled students between the ages of 3 and 22. This number represents about 12.7% of the overall student population of the Regional District. The Department continues to provide a strong, comprehensive and inclusive program to meet the needs of these students. Programs and services are offered in such areas as learning disabilities, speech and language disorders, small and gross motor problems, emotional and behavioral difficulties, and physical and cognitive limitations. Over 40 staff members including special needs teachers, speech therapists, occupational and physical therapists, psychologists, teaching assistants and monitors work to meet the individual goals of each student and to maximize the student's individual potential as a learner and as a productive and valued member of their school community.

Within the Department, programs for both staff and students continue to develop and grow. In regard to staff, for example, a Teacher to Teacher Inclusion Network was established. This provided a format for teachers from neighboring communities to meet together to share their ideas and strategies about their efforts to include a wide range of disabled students in regular education classrooms. In addition, a sign language course was conducted this spring by one of our speech and language therapists. SEE (Signing Exact English) was made available to a number of elementary staff members who work with primarily non-verbal students, thus providing teachers and students an alternate means of communication. Finally, other professional development opportunities were provided to special needs staff members on a wide range of topics such as reading strategies, behavior management, confidentiality, collaboration and co-teaching, affective disorders and child safety.

New opportunities for students were also made available. The District became the host community for an after school social group for young adolescents with developmental delays. The students, like their typically developing peers, enjoyed time together talking, listening to music, watching videos, cooking special treats or eating pizza. In addition, in conjunction with the Bennett Center at Gordon College, a swimming program was started for students with serious, physically disabling conditions. Each Friday morning the students (with direction from the physical therapist and the support of their teaching assistants) enjoy floating, splashing and exercising in the Bennett pool. Also, a new program has been instituted for severely involved students which involves both home care and community based components.

Finally, the work of the Department is supplemented by both state and federal grants. This year, two new grants were awarded. The first provides support for the Department to examine, in more critical detail, the programs and directions needed for teaching reading and written language skills to learning disabled students. The purpose of the grant is to insure that special needs students have full access to the state curriculum frameworks and will be prepared to meet the new state testing standards. The second grant focuses on programs and services for three and four year old children in the community and their families. A newly established Community Partnership Council and two community liaison workers will coordinate those efforts. In addition, each year our primary federal grant is independently evaluated. Once again the District earned commendations for exemplary and comprehensive programs and an excellent level of compliance with state and federal

regulations. In particular, the staff were cited for their dedication and high degree of professionalism.

As in the past, the Special Education Department remains appreciative of the support of the parents of our special needs students and their Advisory Council. In addition, the department acknowledges that the support of the District's administration, its teachers and the community as a whole are important ingredients for the Department's success.

Susan B. O'Brien, Director of Special Education

1997 Report of the Director of Curriculum and Instruction

I have enjoyed my first year in the school district tremendously, largely because I have appreciated working with an excellent group of teachers, staff, administrators, parents, and students. The year has been professionally stimulating, challenging, and rewarding. As the K-12 Director of Curriculum and Instruction, I am responsible for overseeing many aspects of the state's educational reform agenda which fortunately coincide with our own ongoing work in curriculum review and development, staff development, assessment of student learning (testing), and technology, among other things. A great deal has been accomplished this past year on a number of fronts.

Curriculum Review and Development

A lot of good work went into curriculum review and development with a particular focus on aligning our K-12 curriculum with each of the state's seven curriculum frameworks (English and Language Arts, History and Social Science, Mathematics, Science and Technology, Health Sciences, Arts, and World Languages). We will continue this work over the next several years and will also take a close look at how well we are implementing the overarching goals and guiding principles of Massachusetts Educational Reform as outlined in the Common Chapters of the Massachusetts Curriculum Frameworks. (I've asked our local libraries to make all of these important state documents available to the public.)

The following curriculum committees have been hard at work this past year: Elementary Science Committee, Elementary Social Studies Committee, Elementary Assessment Committee, K-12 World Language Committee, K-12 Health Committee, and the PALMS Committee (a K-12 math, science and technology initiative). In addition, the middle school staff continued their work in the areas of assessment, science, and technology integration. The high school staff focused on piloting their twelve graduation competencies through various departments, developed a new schedule that meets the state's time and learning requirements as well as providing for longer blocks of class time for more in depth work. In addition, each department has begun to review the state's learning standards and to identify areas where their curriculum needs to be revised to meet the respective state standards.

A committee of teachers and community members developed a **PALMS** action plan for the district which will be used to guide the work in mathematics, science, and technology over the next five years. In particular we will be asking the community to support our important work around the following two community

outreach goals: Goal 1: To create programs where a diverse group of adults in the scientific, business, and higher education communities can serve as resources and role models for students and faculty K-12, with a particular focus on developing an understanding of how mathematics, science, and technology skills and knowledge are used in the work world. Goal 2: To involve families and community members in mathematics, science and technology experiences.

The **K-12 Health Committee** reviewed our current program in light of the state's health framework and found several key areas where we need to develop our program. Some minor curriculum development and modification occurred over the summer.

The **K-12 World Language Committee** has spent most of its time this past year studying the pros and cons of developing an elementary World Language Program as recommended by the state's curriculum framework. Committee members reviewed the research on the topic, visited several schools with different types of programs, developed an informational brochure and presented an informational session for the entire community, and sent out a community survey to solicit feedback on the topic. The committee will be developing a recommendation to the Superintendent for the FY99 budget.

In addition to continuing with all the curriculum work mentioned above, this coming year we will establish three new committees that will review their curriculum in light of their respective state standards: **K-12 Arts** (visual arts, music, theater and dance), **K-12 History and Social Science**, and **K-12 English/Language Arts**.

Professional Development

All this curriculum work is a very ambitious undertaking given that teachers have a full teaching load and spend a lot of time helping students after class. Therefore, in order to move forward with this and other work, it is essential the district provide its staff with adequate professional development time. In recognizing the importance of professional development for school reform, the Massachusetts Education Reform Act of 1993 mandates that districts spend a minimum of $25 per student on staff training each year and that 30% of all spending on technology be used to train staff in using technology. Research has shown that lasting and meaningful school improvement will occur only if there is on-going commitment to staff development during the school year and summer months.

The Administrative Advisory Council (AAC) and the K-12 Professional Development Committee established four focal areas for this year's professional development work: Technology (network use and curriculum applications), K-12 Curriculum Coordination with State Frameworks, Assessment/Testing (preparation for state testing and developing more authentic ways to assess student work), and Integrating the Curriculum(drawing connections among disciplines).

Hamilton-Wenham is recognized in the state as having a strong professional development program. The teachers contract was negotiated for 186 days (as opposed to the traditional 180-182 days for most districts) thus providing staff with six valuable inservice days for professional development and other essential work.

Also, throughout the year staff are provided with approximately fifty hours of early release time on Wednesdays. It is important to know that students did not lose any overall learning time as the time taken from Wednesdays was reallocated back to students by extending class time on the other four days. Each year the district

develops a Wednesday Inservice calendar that helps focus our professional development work for the year.

The district has also secured many grants (federal, state and some private) which are targeted toward various types of professional development. In addition to these opportunities, the Local Education Fund (LEF) provides a supportive grant program for teachers to pursue projects of personal interest that will benefit students and that can be funded through the regular school budget process.

Our teaching staff is our human capital, and maintaining its effectiveness must be our top priority and strategy for enhancing our students' learning and growth. Fortunately, the Hamilton-Wenham community has a strong track record of supporting the professional development of its teachers for which we are deeply grateful. The wisdom of this investment is evidenced by our students' strong achievement record.

Testing and Student Achievement

This past year our fifth and eighth grade students participated in the Education Records Bureau's Comprehensive Testing Program III, a rigorous test widely used by independent schools. Relative to comparable suburban school norms our fifth grade students performed 5-17 percentage points above the norm in all categories: vocabulary, reading comprehension, writing mechanics, writing process, and mathematics. In addition they performed on par with independent school norms. Our eighth grade students performed 5-9 percentage points above the suburban school norm in vocabulary, writing mechanics, and mathematics, and 2-6 percentage points below the norm in reading comprehension and writing process. Though this is not statistically significant, these areas will be carefully reviewed and monitored by appropriate staff.

Our third and tenth graders took the state sponsored Iowa Tests of Educational Development. On the Grade 10 Achievement Test, the average Hamilton-Wenham score was within the top 26-17 % of the students' scores in the national norm group. Of the 251 participating schools, Hamilton-Wenham ranked #24 (in the top 10% of the schools). On the Grade 3 Reading Test, 46% of our third graders performed at the Advanced Reader level (compared to 22% for the state), 45% at the Proficient Reader level, and only 8% performed at the Basic Reader level (compared to 21% for the state). Hamilton-Wenham ranked #11 of all the participating schools in the state. While our students continue to perform well on several nationally norm- referenced tests, we will continue to explore ways to further the growth of our students' learning.

Beginning in the spring of 1998, the Massachusetts Education Reform Law of 1993 will require approximately 4-4.5 hours of state wide testing in grades 4, 8, and 10 in mathematics, science and technology, and English and Language Arts, with the other four subject area tests (History and Social Science, Arts, World Language, and Health) being added in subsequent years. Further, in 2003 the state intends to use a students' performance on the "high stakes" tenth grade tests to determine whether or not they will graduate from high school. Students will have the opportunity to retake the tests. Therefore, the administration and staff are actively planning to prepare our students, staff, parents, and the rest of the Hamilton-Wenham community for these new and more rigorous Massachusetts Comprehensive Assessment System (MCAS) tests. These tests will be demanding in that they will require all students to actually construct thoughtful responses demonstrating an understanding of the material. These open-ended questions will be valued at 50% of the overall score. This change

in assessing the depth of student learning marks a significant move away from tests that are 100% multiple choice. 1998 will be a very interesting year!

Alexander Wyeth, Ed.D.
Director of Curriculum and Instruction

CUTLER SCHOOL

1996 was a productive and rewarding year for the Cutler School Community. Students, staff, and parents continued to focus on the Core Values of The Hamilton-Wenham Regional School District. As a result we were able to enhance an effective learning community which both challenged and enriched students.

The Cutler School Council met monthly to discuss issues and advised the principal on school practices and polices. This year, our goals focused on looking at the possibility of school uniforms, courtesy and after school activities. The members of this year's Cutler School Council were: Susan Cooke, Principal; Jayne O'Neill, Judy Doherty and Mary Landry, parents and Dolores Bogdhan and Linda Arnold, staff members.

Our space needs continued to grow with increased enrollment. Our realistic capacity is 350 students. In 1996, Cutler had 430 students. All six classes in grades one and two exceeded the school committee guidelines for recommended class size. We added a class at the fourth grade level to meet the needs of a growing enrollment. Staff changes were few. Mrs. Dede Johnson was appointed as the new fourth grade teacher. Jeanne Philbrook replaced Rebecca Roy, third grade teacher, who is on maternity leave.

In Curriculum and Staff Development, our district is focusing on a major review of the elementary Social Studies curriculum. Teachers are reading, researching and becoming familiar with the experts' opinions on the best curricula offerings in Social Studies. In science, the Life Science strand is being implemented across the district. In grades one and four, a specialized curriculum published by the National Gardening Association, Growlab, is being implemented with the help of a state grant. All teachers at the elementary level are being trained in alternative methods of assessment. New staff members took a required course, The Skillful Teacher. Teachers worked to integrate technology into as many curriculum areas as possible.

The Friends of Cutler, our parent support group, supported a special Cultural Arts Residency, "The Painted Word." Steven Ratiner, Poet in Residence, worked with students in grades four and five on an in depth experience of writing poetry, linking it with art. The Massachusetts Cultural Arts Council and our Local Cultural Arts Council also financially supported this program. Last year, The Friends donated many hours of time on The Cutler Jog-a-Long, Banbury Cross Book Fair, Family Fun Day, and The Cutler School Quilt Raffle. These activities raised approximately $15,000. In addition, the Friends provided support for staff and students as volunteers in classrooms, the Tech Center, Library and throughout our school community.

We thank the citizens of Hamilton and Wenham for their continued interest and support and invite them to join us at Cutler School for an exciting educational experience!

Susan Cooke, Principal

WINTHROP SCHOOL

The Winthrop School enrolled 515 students as of October 1, 1997. The enrollment increased over budget projections last spring and resulted in 27 more students at Winthrop from October 1, 1996. This increase resulted in class sizes ranging from a low of 17 in Kindergarten to a high of 24 students in grade five. The school facility continues to be totally utilized with some spaces serving dual purposes such as the library which is used for music and small group instruction taking place in the cafeteria. Winthrop School is also used for community functions such as the Children's After School Program each day, special events such as the Rotary Art Show, town voting and for meetings of various town groups. We enjoy this use of Winthrop by these community groups and hope to continue to serve the community in this way.

There were few changes in our staffing assignments this year. Faith Conrad retired last June after serving our students for many years as a speech pathologist. Jordana Savage was hired to take over for Faith Conrad. Catherine Sargent was granted a leave of absence from January through this coming June. Donna Brady substituted for Catherine Sargent from January through June. Jemma Freeman was hired for the school year, September, 1997 through June, 1998. Dave Pimental resigned as Head Custodian in October and Ed Medeiros was hired to replace him in November. Steve Hodges joined our staff last summer as a partime custodian. Steve works two and half days a week between Winthrop and Cutler School. With this additional custodial help, our buildings are much cleaner.

Maintenance projects this year included some tile work in one of the corridors, continued beam repair for rotted sections in the building and some interior painting. A new electrical panel was installed for the fire alarm as well as a new valve for the septic system. There was also work done on the heating system to repair problems with heat in certain areas of the building. Worn carpeting was replaced in one of the classrooms. Air conditioning was installed in the library to allow this space to be used for meetings and instruction during the summer months. Up until this time the limited number of windows caused very high temperatures. Now this space can be used by the community year round.

Teachers and staff have participated in a variety of training and curriculum meetings in addition to their time teaching children in the classroom. A wonderful display of what goes on in our schools was presented at Net Day last April. This event was planned by members of our staff and community to demonstrate our current and future uses of technology in our schools. There were demonstrations of uses of technology in grades K-12 as well as private vendors and community members. Many attended the event held at the Winthrop School. This year, our school District was selected as one of fifteen districts in the state to be mentors for others in the area of technology. Thanks to the efforts of Grace Meo, who wrote the grant, we received a

sum of moneys to provide training for teachers and to buy some hardware for presentations. Jill Bonina and Judy Naylor worked with Grace Meo to provide training for teachers during the summer and into the current school year. This grant was most important in relation to the new network that was installed throughout the District last summer, connecting all classrooms and offices to the Internet. This network provides teachers, students and administrators with access to all information that is available on the Internet. Last summer, staff members continued training in a National Science Foundation Grant, "Environet" which trains teachers to use the Internet for data collection in inquiry-based science activities. Technology has also enabled students at Winthrop School to pay ahead for lunches via our computerized lunch program. This change has cut down on lost lunch money. Our District also received a grant to train elementary teachers in assessment. This training was provided by the State of Massachusetts and will continue through the current school year. Teachers, administrators and parents met as a committee to develop homework guidelines and make recommendations as to a homework policy for K-12 schools. As always, teachers and administrators attend curriculum meetings and training to strengthen our ability to provide the best education for our students. Teachers and parents have participated on all interview committees for new staff members this year.

This year, the Hamilton-Wenham Education Fund offered teachers the opportunity to write grants for curriculum-related projects that could not be ordinarily funded in our school budget. Teachers at the Winthrop School received funding for a visit from an inflatable whale from the Museum of Science, the creation of sea animal costumes designed by Jill Cohan, parent, math power blocks, art slides to enhance the art curriculum, materials and supplies to build a bird feeding station for Kindergarten and funding to support two technology projects. These grants offered teachers an opportunity to plan creative projects with funds from the Education Fund. We are most appreciative of this community support.

The Winthrop School Community includes the teachers and staff who work with children each day as well as the many parents and community members who volunteer their services in so many ways. This year, the Friends, our parent group, continued to plan "fun raisers" as well as "fund raisers". Toy Bingo was held at the High School in March. It was a huge success with families enjoying an event that could involve everyone without much expense. In May the Winthrop School planned its first yard sale with families renting spaces at the front of the building. Families reported it was most profitable and a good way to get rid of things from the basement. The Ice Cream Social in June was another fun evening for all. Over the summer, Allison Bradford and Lori Sanders took over from Roz Parry and Kate Meader to head our Friends group. We thank Roz and Kate for their efforts over the last two years and look forward to having Allison and Lori to lead our parent group. During the summer, Allison and Lori met with other parents to plan for the coming school year. One of the first events is the annual Kindergarten Picnic held the night before the first day of school for Kindergarten students and their families. This event provides a way for children and parents to meet teachers and each other before the first day of school. The Friends provide funding for a wide range of cultural programs each year. Jackie Serafino, a parent, worked with Diane Peters to plan events for the 1997-98 school year. The theme at Winthrop School this year is "Looking for Connections at Winthrop School" and lent itself well to the cultural arts program. Students enjoyed a science demonstration from the Museum of Science, a creative connection between toys and science with "Toys Alive" and a wonderful week with Lyn Littlefield Hoopes,

author in residence, who worked with students to have them write about endangered species as well as a visit from our art historian, Carin Doben. Students continue to enjoy other cultural experiences that "connect" to the curriculum. Fund-raisers this year included collecting pennies for enrichment literature for classrooms and a most successful Holiday Boutique thanks to the tireless efforts of many, many parents under the direction of Nancy Morse and Kate Meader. All fundraising moneys go directly back to programs and materials for our students. Parents are an important part of our school community.

Children are why we do what we do, and we are very proud of our students at Winthrop School. They come to school each day eager to learn, respectful of their teachers, their peers and the rules that make our school a better place. At the end of each school year, we honor our grade five students at a last day of school meeting of all students and staff. Last year, our grade five students gave a gift of flowering bulbs to our school. This year's students in grades one and five planted the bulbs at the front of our school. Every year, a number of grade five students join the Leaders' Club which meets with Mrs. Cesarz every Thursday morning. This club is open to any grade five student who makes the commitment to serve our school community, obey school rules and be role models for younger students. Grade Five Leaders volunteer for activities at school, plan events for others and learn what it means to be a leader. We are very proud of all of our Winthrop School students.

The Winthrop School is made up of a community of a hardworking members: students, teachers, parents and community volunteers. We also truly appreciate the efforts of our community neighbors, the Police and Fire Departments, who are always there, making sure we are safe. Each member of our community contributes in a special way to make the Winthrop School a better place for all. We realize that Winthrop School exists because of the generous support of the towns of Hamilton and Wenham who believe in our schools and that education is most important for our future. I wish to express my appreciation to the families, the students, the staff and the towns of Hamilton and Wenham for all that they do for Winthrop School. It has been a great year thanks to you all.

Martha Cesarz, Principal

BUKER MIDDLE SCHOOL

The 1996-97 school year was an exciting time for the Buker Middle School community as the plans for the construction of the new middle school were designed, drawn, and sent off for bid. Our vision became a reality as the blueprints were finalized signaling the beginning of the needed solution for the overcrowding of students and a physical facility that would accommodate quality programs. Both students and staff eagerly participated in the ground breaking ceremony for our new home. Renovation funds were approved as well. These funds were used to replace the school's septic system, install a security system, and repair the roofs on the Buker and Center buildings.

Some new members joined the Buker community. Long time Social Studies teacher, Joan Curtis, retired and Laura Barefoot was hired to fill Joan's position. Due

to increasing student enrollments, Jacqueline Leonard, Language Arts teacher, was hired. Jan Brideau and Ruth Cooper, two nurses shared between Buker and the high school were hired. Our support staff expanded and Michelle Dur, Special Education teaching assistant, and Richard Gray, custodian, were added to our community. On a departing note, Thomas O'Brien, assistant principal resigned his position.

The District's commitment for quality curriculum continued through our multi-year review process. The implementation of the science program for grades six through eight began Textbooks and supporting laboratory equipment were purchased as part of our three year implementation plan. An integrated program of Earth, Life and Physical sciences now spirals through all middle school grades. The science program is aligned with the State's Science Framework.

Our technology vision to expand the walls of Buker to reach all parts of the world was launched with the installation of wiring for the Internet. The World Wide Web was literally at the finger tips of students, expanding information access and allowing for direct contact with primary resources such as scientists or exchanges with people from other countries.

The District's staff development program reinforces the value of continuous learning and the advantages of having contemporary professionals serving students. Staff development time allowed for workshops on assessment, developing various types of rubrics, and Internet tools for learning.

Transitioning families into the middle school was a School Improvement Council goal. A special forum, Getting To Know Your Middle School, was offered to kindergarten through grade five families. A booklet was publish about the many transition opportunities available for parent and student transitions. Our volunteer program remains strong as families participate in our school life. The Friends of Buker, the family organization, offered several educational forums, and has a healthy treasury for the first time in their history.

The Buker community would like to thank the police, fire, and highway departments, the Local Education Foundation, The Friends of Buker, community citizens, and the many volunteers for all their support. Buker Middle School invites you to visit throughout the school year.

Janice C. DeSantis, Principal

Hamilton-Wenham Regional High School

1997 has been a year of change at the High School. Ground was broken in the spring for the construction of the new Middle School which impacted on many facets of the High School. Our student athletes had to practice and play most of their games off campus at various sites around the community. With the construction came limited student parking and numerous inconveniences as the school driveways were reconstructed. In addition for the 1997 - 1998 school year the High School introduced a new schedule which included longer class periods and all students were assigned to classes and directed studies as required under the Ed Reform law. As part of the building project the High School was networked for better utilization of technology for learning and parts of the building were prepared for the upcoming

renovations to the High School. Through all this change the student body, parents, and staff were most patient, understanding, and supportive.

Besides the new schedule which requires a paradigm shift in how teachers teach and students learn, the High School has been exploring and experimenting with interdisciplinary curricula. For example, a senior English class teamed up with a Cutler first grade to explore the writing process. A technology teacher and a ninth grade science teacher developed a unit on the science of rockets. The Media Applications students worked with a fourth grade class at the Winthrop School to produce multi-media presentations on different States. Also, a number of staff have collaborated across departments, e.g. English and social studies teachers, to expand awareness and understanding of the interrelationships of content and learning. Much of the planning for these and other curriculum initiatives takes place on our Wednesday staff development time and in service days. Frequently, we are questioned about our Wednesday staff development time and the in service days interspersed throughout the school year. It is important to note that the High School's allotted time for instruction and directed study exceeds the state mandated requirements. In fact our scheduled time is equivalent to 182 days of school...two days more than State mandated 180 days. The in service days that are scheduled throughout the year are in addition to the required 180 school days. Several years ago the additional in service days were negotiated to provide additional time for needed staff development on curriculum changes, more effective teaching practices, and new research on how students learn. But, as the principal of the High School, I have to tell you that even this time is limited. In the corporate world successful companies allot much more time for research and development. It should be noted also that when the Wednesday early release time was instituted over twenty years ago additional time was added to the school day to compensate for the early release time.

Although in certain areas there is a shortage of teaching candidates, the High School was fortunate to hire some excellent new staff this year. New staff members include the following: Phil Conrad, a graduate of the University of Massachusetts, joined us from Timberlane High School as an art teacher and Fine Arts Department Chair. Kate Tuveson, a graduate of Bowdoin College and UNH, filled a Guidance position created when Karen Lowrie was granted a leave of absence. Peter O'Meara, a University of Chicago graduate, was hired to fill a Spanish position. Eileen Cherry who teaches in the District elementary schools filled a part-time position in the Fine Arts Department as did Kelly Brown a recent graduate of the University of Lowell music program. Karen Kinel, a graduate of Rensselaer Polytechnic Institute and Tufts University, filled a vacant math position. Eliza Spang, a Middlebury College and Duke graduate, was hired for the year to fill in for a Science teacher on leave. Rebecca Rabidoux came to us via Trinity College in Vermont to work in the Applied Technology Department. Matt Gauron, a graduate of Salem State College and founder of a karate school, joined our Health Science Department. In October Blair Cochran, a Gordon College graduate, joined us to teach Physics.

Our students continue to distinguish themselves academically. At the 1997 Massachusetts Conductors Association Festival our Concert Band won a bronze medal, the select singing group, Harmony, was awarded a silver medal, and our 83 member Concert Choir earned the prestigious Gold Medal. Five students, Adam Rich, Eric Ramsey, Sean O'Reilly, Bryan Davison, and Lauren Trees, qualified for the New England Regional District Chorus while Lauren Trees and Eric Ramsey qualified for the All-State Chorus. In addition Lauren Trees earned a position in the highly acclaimed All-Eastern Chorus. In the Massachusetts History Day Competition state

award winners were Tracy Miller and Katie Myer, 1st place, and Lindsey McCormack, 3rd place, while Outstanding Research Awards were earned by Caitlin Bowler, Caroline Boyd, Roy Hodgman, and Nicholas Quinby. And, at the National History Day Competition in College Park, Maryland in June Tracy Miller and Katie Myer won a third place award. Lindsey McCormack was designated a finalist in the Essex County Newspapers Annual Short Story Competition. At the Technology Education Association of Massachusetts Competition John Mattern earned a second place award while Shawn Lindmark and Sal DeMarco each received fourth place awards. In the Boston Globe Scholastic Art competition Luc Monzies, Melissa Singh, Sasha Hodges, and Kali Salzman all won state awards. Our science students fared well at the local, Region 4 and State Science Fairs with Nina Martin, Natasha Reilly, Abby Maney, and Molly Hernon receiving awards at the State Science Fair at MIT. Students in the Advanced Placement courses continued to distinguish themselves with all 18 of the A.P. U. S. History students and all 7 of the English students who took the AP exams earning a 3 or better. In addition Melissa Singh was recognized as an AP Scholar for earning 3's or better on her four AP exams. In the Boston Globe Drama Festival Hamilton-Wenham's thespians once again qualified for the State Finals. And, at the State Finals our students demonstrated class when they decided near the very end of the play to complete the production and be disqualified for exceeding the time limit rather than cut the production short and possibly earn an award.

Our staff continue to distinguish themselves in the classroom, in our school community and in professional activities. Not to be outdone by his students, Mr. Richard Aieta, Social Studies Department Chair, was selected Outstanding Massachusetts Social Studies Supervisor of the Year by the Massachusetts Council for Social Studies. During 1997 staff sponsored student trips to Russia, Italy, and France. In addition, our school community hosted students from France and Russia. Ms. Wendy Campbell attended an intensive two week Advanced Placement Chemistry in service program in July at the Taft School in Watertown, Ct. At the International Technology Education Association's annual meeting in Florida Mr. Norman Zaniboni, Applied Technology Department chairperson and Mr. William Corley, Applied Technology teacher, were presented the Program Excellence in Technology Award. Also, staff frequently are presenters at Regional and State Conferences. Our Community Service program under the direction of Dr. Kalil Boghdan has 60% of the student body enrolled. From assisting LEF with the annual Christmas Tree sale to volunteering at hospitals and homeless shelters, our students are learning that each one of them can make a difference.

Our athletic program also had some excellent successes during the 1997 year. Boys Track, Boys Cross-Country, and Volleyball won Cape Ann League Championships while Girls Tennis, Boys Tennis, Golf, Volleyball, Field Hockey, Girls Soccer and Boys Soccer all qualified for State Tournaments. In addition, the Swim and Football Teams were awarded the Cape Ann League Sportsmanship awards. And, a Division 1 North Championship was won by our Field Hockey team to cap an exciting season. Individual student athlete honors were received by Erin Shepherd, North Shore Volleyball League Player of the Year, and Deanna White, Boston Herald All Scholastic Field Hockey Team. Coaches Katie Sullivan, Swimming, and Terry Poste, Basketball Cheerleading, received Cape Ann League Coach of the Year recognition.

I could not close this year's town report without paying tribute to Mrs. Sarah Hodges who tragically died at the end of school in June after a gallant and

courageous fight against cancer. Teacher, World Language department chair, parent, and wife Sarah Hodges was the consummate professional. She skillfully chaired the NEASC Steering Committee which resulted in the High School being accredited. Her organizational and leadership abilities, love for learning, and special commitment to our school community and young people will be a model for all who knew her. Sarah without question is missed and leaves a lonesome place in our hearts, but her strength of commitment and courage will live on in the classrooms and halls of the Regional and in each one us for years to come. We were truly blessed and enriched to have had the opportunity to work with and be touched by Sarah Hodges.

My special thanks to all the citizens of Hamilton and Wenham for their continued support of our young people. They are our investment in the future and our greatest legacy.

John Elwell, Principal

HAMILTON- WENHAM REGIONAL HIGH SCHOOL
1997 GRADUATES

Emily Abbott
Brittnie Aiello
Elizabeth Ajalat
Cassandra Allen
Lisa Anderman
William Anderson
Matthew Argersinger
Diana Barbieri
Krisanne Barrett
Elizabeth Barrett
Nicholas Belton
Kimberly Bennett
Katherine Birkemose
Abby Biser
Hollis Blanchard
Caleb Blanchette
Aim'e Bode
Aaron Boynton
Christopher Buckwell
Kelly Burnham
Alyson Burridge
Sarah Cahill
Sandra Campbell
Christian Cann
Rebecca Carolina
Devin Carter
Kelly Celebucki
Kenneth Chapman
Christopher Clark
Jesse Cohen
Brian Cooke
Meghan Cooper
Jonathan Crowe
David Cummings
David Curtis
Elizabeth d'Avis
Gaetano Danca
Amanda Davis
Derek Day
Kathleen De Marco
Audra DeMarco
Jonathan Dexter
Cristin Dwyer
Jacob Eberly
Melissa Ellison
Andrew Fanning
Annette Ferrari
Tyler Fischer
Erin Foley
Laura Frontierro
Megumi Fukutoku
Michael Gentleman
Peter Gertsch
Amanda Godfrey
Amanda Gonzalez
Hillary Goodhue
Marisa Gordon
Rebecca Guest
Song Yee Han
Aaron Harvey
Lise Hansen
Simon Hewett
Nicole Hicks
Corey Hildonen
Natalie Hoak
Alexandra Hodges
Diana Hoggard
Keith Holloran
James Jack
Amanda Jenkins
Daniel Johnson
Brian Johnson
Erika Kamp
Eoghan Keenan
Thea Kent
Lindsey Ketcham
Angela King
Hunter King
Juliette Kletzing
Alona Knope
Lucy Koch
Joel Krajeski
Kristina Kuzmic
Michael Lane
Maggie Lauria
Julie Lazzaro
Meghan Leen
Matthew Letterman
Chelsee Lowe
Nathan Luecke
Gregory Maffei, Jr.
Jacquelyn Maher
Ryan Maione
Marybeth Maney
Elizabeth Manzi
Philip Marchand
Jared Martin
Emily Martineau
Georgette Maryea
Ryan Massa
Jamie Matook
Jessica May
Krista McCabe
Mark McGregor
Cynthia Mears
Myrhia Messersmith
Joseph Miles
Kelly Miller
Julie Miller
Heidi Mills
Leah Moore
Danielle Morrow
Dimitrios Mourikis
Courtney Mullins
Timothy Murphy
Timothy Neill
Zeljka Nemet
Kimberly Nolan
Pratik Patel
Johanna Pechilis
Sarah Petersiel
George Pino
Christopher Player
Joseph Pollock
Emma Pollock
Katherine Potter
Kristin Potter
Carolyn Potter
Joseph Princi, II
Katie Rainville
Johanna Ravich
Alana Rick
Tal-ee Roberts
Nicola Rodolosi
Seth Rogati
Joshua Rollins
Kimberly Ropes
Colin Ruane
Roger Russell
Jeffrey Rydbeck
Kali Salzman
Jamie Scola
Matthew Scott
Margaret Seiter
Robin Seppala
Amanda Seward
Tracy Shedden
Courtney Singh
Kelly Snow
Jacob Soucy
Joanna Standley
Kristin Stanley
W. Robert Swan III
Raymond Symonds
Landis Tanger
Lauren Trees
Stanislav Trufanov
Matthew Tuff
Seann Tulloch
Nathan Tyack
Jamie Veno
Justin Walsh
Stephanie Walton
Jonathan Watson
CorneliusWatson IV
Christian Westra
Ellen Weyburn
Jennifer Whiteacre
Lisa Wilhelm
Kurt Wilhelm
James Windsor
Michael Winer
Amanda Wolfe
Eian Woodman

MIDDLE SCHOOL 1997 GRADUATES

Julie Ajalat
Kathleen Alboth
Elizabeth Andrews
Patrick Arnold
Bradford Avery
Jennifer Barnett
Kristen Barry
Geneva Geaudry
MaryClare Blais
Dylan Blanchard
Matthew Blanchard
Adam Bonnette
Mary Bonventre
Nathaniel Brady
Kari Bremberg
Darcy Brislin
Meghan Britton
Brad Brooks
Joshua Brown
Daniel Buckwell
Audra Burns
Scott Butterworth
Jennifer Carney
Alexander Castro
Brian Chandler
Dianna Chivakos
Tucker Collins
Garrett Cook
Sean Cooper
Melody Critchlow
Kara Cronin
Alexander Dale
Carolyn Damato
Ryan Davis
Charlotte Dobbs
Jsohua Doty
Thomas Dowley
Matt Dunbar
Christine Dunn
Thea Duserick
Matthew Dykstra
Timothy Edwards
Thomas Fanning
Sara Faust
Lisa Filtranti
Tristan Fischer
Brenna Flynn
Holly Fraser
Michael Frontiero
Rachel Gordon
Keri Hamilton
Emily Hartley
Stephanie Hassel
Carmon Herrick
Emily Hollingsworth
Heather Howell
Jillian Hoyle
Jessica Hunter
Jill Jackman
Jon Jackson
Natalie Johnson
Kimberly Jones
Caitlin Jope
Stephanie Kacoyanis
Casey Kirkland
Erin Knowlton
Timothy Konos
Emily Krasco
Sarah Kroesser
Petra Kuzmic
Michael LaMontagne
Tiffany Lane
Megan Lassonde
Michael Lauranzano
Sean Leach
Robert Lemelin
Anne LePard
Avram Lettvin
Jeremy Lovasco
Samantha Lowe
Elizabeth Lucia
Abigail Maffei
Adrienne Marcotte
Ruth Masterson
Matthew May
Philip McCarthy
Anders Meader
Regina Miceli
Joshua Moore
Jessica Morgan
Caitlin Morris
Sarah Muollo
Benjamin Murray
Joanne Murrin
Heidi O'Brien
Elizabeth Odian
Michelle Oliver
Jong Kwan Park
Brian Pietrantonio
Nicholas Player
Meaghan Pomeroy
Victoria Pope
Cheryl Power
Brandon Pray
Janet Preston
Hillary Pirne
Kathleen Puopolo
Stephen Rainville
Curtis Ranta
Paula Reid
Cassandra Rodrigues
Tiffany Ross
Noah Ruffell
Elizabeth Sanford
Brenna Scott
W. Walker Simons
Adam Snavely
Matthew Spong
Jeffrey Sprankle
Christine Stacey
Joshua Stedman
Meghan Steeves
Jason Stringer
Caroline Sullivan
Erin Sullivan
Matthew Sweeney
Sarah Tam
Rebecca Tannebring
Stacie Tebo
Veronika Trufanova
Stacey Verette
Anthony Vitale
Bryan Vitale
Jeremy Wagner-Whyt
Matthew Wallace
Christoper Walton
Felix Winkle
Daniel Wood

NORTH SHORE REGIONAL VOCATIONAL HIGH SCHOOL

North Shore Regional Technical High School is in its sixth year of operation in its Middleton facility. The facility includes the District administrative offices, the gymnasium and a transportation building. Student enrollment as of October 1, 1997 was 457. Students from sixteen member communities receive both academic instruction leading to an high school diploma and vocational-technical education leading to a vocational certificate. Student placement in trade-related employment, the military and further education averages 98% per year.

The Transportation Department provides transportation for 354 students daily, late buses, and sports buses. There continues to be strong interest in vocational education and the school is experiencing space shortages in classrooms, shop areas, the library and the cafeteria. An auditorium is also needed.

The ninth grade exploratory program has students explore each vocational/technical area on a rotating basis and their performance is evaluated to assist in proper course selection for grade ten. North Shore Vocational Technical also serves a large percentage of special needs students in an Inclusion Model. Interscholastic sports and intramural programs are conducted. The school also participates in the School-to-Work Program, the Tech Prep Program and the Cooperative Education Work Program, which allows students to work at their trade prior to graduation.

The development of the physical education and athletic fields has taken a step forward. One area has been completed to accommodate physical education classes and softball practice. The second area has had all the site work finished through the efforts of the Army National Guard. This spring, the baseball infield, irrigation system, backstop and fencing should be completed. One HVAC unit has been replaced and the masonry addition is scheduled for completion this month. The students have assisted in the improvements that have been made on the grounds.

Adult Evening Education is a self-supporting program that offers more than 45 vocational-technical classes to enhance the professional and personal lives of the adult members of our communities. This program serves nearly nine hundred adult students. Popular fields of study include: computers, health, construction, welding, culinary, automotive and business skills. A number of courses have state approval for professional and trade license preparation.

Edmund W. Barry, Jr., Superintendent-Director

REPORT OF THE LIBRARIAN

The Hamilton Public Library was a very busy place in 1997. The library achieved a record circulation of 100,959 items, an amazing circulation for a small town of a little over 7,683 people! The breakdown is as follows: Adult fiction, 20,084, Adult non-fiction, 13,448, Junior and Young Adult fiction 31,045, Junior and Young Adult non-fiction, 10,720, Music cassettes, 962, Books on Tape, 3,285, Adult magazines, 1,544, Children's magazines, 35, Videos, 12,518, Compact Disc, 1,550, Museum passes, 603, Bookmobile, 90, Camera, 1, and Records, 15.

The Hamilton Public Library sent out to other libraries, 2,784 items, and received from the Boston Public Library 112 volumes and from other libraries 1,683 items that were requested for our patrons. The Hamilton Public Library sent out 20 reference faxes. Since July, 324 people have used the Internet via Netscape and 136 people have used our personal computers. The library had 16,380 out-of-town patrons using our library. The Hamilton Public Library now owns 54,099 books.

Internet searching was the newest innovation for the library this year. The library has two PC's that do text-only research and one that includes research with graphics. CD-ROM's for information search and NELINET were other methods used to find information.

The library continued its close association with the Hamilton-Wenham School system by providing deposits of books and giving brief reference courses.

A holding pattern has been maintained all year in regard to the building of the new joint Hamilton-Wenham Library. We have done a lot of legislating hoping to move forward the release of grant funds for construction. Some money was released in 1997, moving Hamilton to the sixth on the list of libraries waiting for construction money.

The Trustees of the Hamilton Public Library: Al Reid (Chairman), Blanche Day and Ann St. Germain, have dedicated many hours to the library. To them and to Scott Maddern, the Chairman of the Building Committee, Dorothy Chainey the President of the Friends of the Hamilton Library, and all the Friends, a sincere thank you for your generous gift of time and energy. Special thanks, too, for the wonderful hardworking and dedicated staff of the Hamilton Public Library.

Respectfully submitted, **Annette V. Janes, Librarian**

HAMILTON HOUSING AUTHORITY

The Hamilton Housing Authority, an Equal Housing Opportunity Authority, herein submits its report for the year ending December 31, 1997. The office is located at 121 Railroad Avenue in the lower level of the Robert H. Brooks House. All programs offer preference to local residents, as well as preference to minorities in programs where affirmative action goals have not been met.

The elderly housing program received a total of 23 applications for housing for three vacancies. Improvements made included ADA accessibility renovation to *Lamson Hall*, the re-roofing of Lamson Hall, the purchase of a new riding mower and summer help for interior and exterior painting and yard work. The septic system plans are complete and construction should begin in the spring of 1998. Finally, the update for the fire alarm system is in the final design stage.

The *Robert H. Brooks House* congregate housing is an affordable housing option of shared living with extra support for those who do not wish to live alone any longer, or who may have limitations which make it difficult to live alone. Four applications were received for three vacancies. The Weathervane Tavern, in cooperation with SeniorCare, provides meals for residents three nights a week. Individual services are monitored by Congregate Coordinator, **Gini Rooney**.

The *Family Housing*, located at 31 Union Street, consists of three two-bedroom apartments. There are 177 applications on file and there was only one vacancy this year.

The *Des Veaux House*, located on Railroad Avenue, is managed by Family Continuity Program and directed by **Dawn Stanwood**. This program provides residents with a warm and structured environment while they attend school or social clubs or do volunteer work. This year, some residents moved on to more independent housing.

The *Harris Avenue* development will consist of four, three-bedroom units. The Hamilton Housing Authority is confident that the project will be completed. Additional low income family housing is needed in Hamilton.

Respectfully submitted: **George Ricker, Jr., Chairman**
Robert Poole
William Stechenfinger
Leon Purington, State Appointee
Carol Mazetta
Lisa Bright, Executive Director
Robert Irvine and Diane McGrath, Maintenance

HAMILTON-WENHAM EMERGENCY CENTER

The Hamilton-Wenham Emergency Center continues to serve the citizens of both towns. Because of the continued support from the communities, the Center has the best-equipped communications center in the area. The most valuable asset, however, is the dispatch force. They are well trained and caring people who man the center twenty-four hours a day and maintain a high level of professionalism.

The Emergency Center is still accepting residential and commercial burglar and fire alarms. Citizens may call to get information.

The Enhanced 9-1-1 system has been on-line for 3 1/2 years and continues to be a great asset in locating, in seconds, people who need help. The Center received 2,139 9-1-1 calls in 1997.

The following is a breakdown of telephone calls, by town and category, for 1997. Radio calls are a simple total of 45,150. To make record keeping more accurate, the Center needs to purchase a computer-aided dispatch (CAD) system in the near future. This will complete the computerization of the Emergency Center.

	Hamilton	Wenham		Hamilton	Wenham
accidents	218	204	wire insp.	34	40
medical	720	422	gas company	7	6
wrecker	521	412	telephone co.	185	64
area police	970	861	electric co.	729	257
police	7999	6239	Ham. DPW	802	0
fire	3618	2457	Wen. Hgwy	0	333
animal	1361	670	Wen. Water	0	48
general info.	3427	1480	House checks	349	374
alarms	1434	1053	bail	5462	
computer req.	312	417			

Total Telephone Calls **43,485**

The Emergency Center is proud of its accomplishments and invites citizens to visit the communication center.

Thanks to the town employees for their continued co-operation, to the citizens for their support and assistance, and a special thank you to the dispatchers for their dedication.

Anne Marie Cullen, Director

Report of the Building Inspector 1997

I herewith submit the report of the Building Inspector for the year ending December 31, 1997.

	TOTAL PERMITS ISSUED	TOTAL ESTIMATED COST	TOTAL PERMIT FEES
New Dwellings	6	$1,555,128.00	$13,930.00
Barns/Sheds	13	76,994.00	922.00
Pools	8	85,477.00	600.00
Decks	16	66,025.00	689.00
Vinyl Siding	11	71,800.00	405.00
Roofing	41	180,955.00	1,290.00
Residential Additions/Alterations	111	3,195,034.00	26,029.00
Non-Residential Additions/Alterations	11	*17,190,600.00	18,970.00
Signs	2	3,000.00	45.00
Garages	3	98,940.00	794.00
Demolitions	4	9,500.00	95.00
Tents	7	30,500.00	230.00
TOTALS:	233	$22,563,953.00	$63,999.00

Respectfully submitted by Debra Paskowski, Administrative Assistant for:

Glenn Clohecy
Building Inspector

*Includes School Project

Report of the Electrical Inspector 1997

I herewith submit my report as Electrical Inspector for the year ending December 31, 1997.

	PERMITS ISSUED
ADDITIONS/ALTERATIONS	86
BARNS/SHEDS	1
BOILERS (Oil or Gas)	8
BURGLAR & FIRE ALARMS	15
GARAGES	3
HOT WATER HEATERS	4
NEW DWELLINGS	7
NEW SERVICE/CHANGE/REPAIR OR TEMPORARY	58
NON-RESIDENTIAL ADDITIONS & ALTERATIONS	33
SEWAGE PUMPS	12
SWIMMING POOLS	9
CABLE TV POWER SUPPLIES	1
TOTAL PERMITS:	237

Respectfully submitted by Debra Paskowski, Administrative Assistant for:

Robert B. Brown, Jr.
Electrical Inspector

Report of the Plumbing Inspector 1997

I herewith submit my report as Plumbing Inspector for the year ending December 31, 1997.

112 total permits issued:

Dwellings:	6
Additions:	13
Non-Residential:	7
Miscellaneous permits issued:	86

These permits include bath & kitchen remodels, hot water tanks, backflow preventers, floor drains, water piping and other miscellaneous fixtures.

Respectfully submitted by Debra Paskowski, Administrative Assistant for:

William C. Thomas, Jr.
Plumbing Inspector

Report of the Gas Inspector 1997

I herewith submit my report as Gas Inspector for the year ending December 31, 1997.

96 total permits issued:

Dwellings:	4
Additions:	4
Non-residential:	5
Miscellaneous permits issued:	83

These permits include bath & kitchen remodels, ranges, heating boilers, furnaces, water heaters, dryers, direct vent heaters, pool heaters, direct vent heaters and other miscellaneous fixtures.

I wish to express my appreciation to all I have come in contact with for their cooperation during the performance of my duties.

Respectfully submitted by Debra Paskowski, Administrative Assistant for:

William C. Thomas, Jr.
Gas Inspector

RECREATION DEPARTMENT

The Hamilton-Wenham Recreation Department continues to provide facilities and program opportunities for the citizens of two towns. New programs this year included collaboration with Gordon College in two areas - Adult swim programs at the new Bennett Center and April school vacation activities with the Recreation Department's students. Other new programs included three summer sports camps - soccer, baseball and canoe/kayak; a 4th of July golf tournament at Ferncroft; and an April school vacation roller hockey program.

The Recreation Center got a small facelift with new windows and we hope for more improvements in the years to come for this very heavily used facility.

Two new committee members were appointed -- Farris Ajalat and Tim Hopkins, both of Hamilton. We are also very proud to have Allison Bache of Gordon College, who did her internship with the Recreation Department, receive the Massachusetts Park and Recreation Association's "Student of the Year" award. Many of you know Allie through the very successful Teen Club and Patton Park Summer Program.

Field use policies were developed for all users and a co-operative plan was designed among the Recreation Board, Hamilton's DPW, Wenham's Highway Department, and the Hamilton-Wenham regional schools to improve field maintenance.

As we continue to keep our program costs down and self-supporting, fundraising is an important part of our department's annual activities. The Myopia Golf Tournament and the Harlem Rockets basketball game were not only excellent fund-raisers, but wonderful program activities for all who participated.

We ask for your continued support as we continue to provide programs to residents, and address the growing recreational needs of the community.

Respectfully submitted,

Jacki Abbot
Farris Ajalat
Steve Bergholtz
Stu Black
Tim Hopkins
Bob Kerrigan
Margaret Whitesell, Director

HAMILTON-WENHAM CULTURAL COUNCIL

This year the Hamilton-Wenham Cultural Council funded programs to delight everyone from the towns' youngest citizens (library puppet show and author visit) to their most mature (concert of British humor and Genealogy workshop).

The Council celebrated the muses of music (youth soloist concert, brass instrument lecture and Vivaldi concert) and of nature (Trails Day concert and wetland marker). The Council also encouraged self-expression (Teahouse Players and Buker dance residency) and cultural discovery (Art Museum).

Thanks to all of the Council members for their thoughtful review of grant applications and lively participation at public meetings. Special thanks to Paula Keller, Treasurer through five funding cycles. It's always marvelous to discover new talent and the Council's new members, Meredith Gisness and Kay Lyon have plenty of it. Meredith (and daughter Hannah) helped produce and assemble the necessary and voluminous grant review packets and final approval packets. Kay has offered to become the new Treasurer. As always, many capable hands made light work.

Respectfully submitted,

Judith King, Chair
Meredith Gisness
Norman Jones
Paula Keller
Kay Lyon
Carol MacIntyre
Mary Polsonetti
Kali Reynolds

HISTORIC DISTRICT COMMISSION

The Hamilton Historic District Commission met on an "as needed" basis in 1997. There was very little activity requiring the Commission's attention this year. The following matter was presented to the Commission for action:

> In October, the Commission held a public hearing to review a request by Don and Jeanne Wells, 684 Bay Road, to amend their proposed design for a two-car garage addition to the property. The proposed changes were approved.

Respectfully submitted,

Thomas Catalano, Chairman (as of 1/98)
Lucinda Witt, Vice-Chairman
Harry Walton, Secretary
Virginia Cogger
Stephen Homer
Mark Whitmore
Donna MacKenna, Chairman (resigned 1/98)

COUNCIL ON AGING

The Council on Aging provided shopping trips for senior citizens on the second Wednesday of every month to both the Liberty Tree and the North Shore malls. There was an average of eight (8) seniors each trip.

The Council on Aging also provided, via volunteer drivers, transportation to doctors and hospital visits when requested by the seniors.

The Council on Aging took seniors to the following events in 1997:

Harvest Supper and entertainment (approximately 100 attended)
Hamilton-Wenham Lions Club Concert (tickets provided by Lions Club)
Essex River Cruise and Museum visit and luncheon
Hamilton Housing seniors to Commodore Restaurant for luncheon
Twenty (20) baskets of fruit delivered at Christmas to seniors over 90 years old
Dinner and a play at the Amesbury Playhouse
Provided material for craft fair at the Winthrop School
Cutler School students raked leaves for senior citizens
Trip to Rockingham Park in Salem, NH

Respectfully submitted,

Dorothy Lamson, Chairperson
Mary Wedgwood, Secretary
Mona Berry
Edward Hopping
Andy Teshko
A. Wendell Day
Fred Gray

HAMILTON-WENHAM CABLE ADVISORY COMMITTEE

The past year was a year of preparation for cable franchise renewal negotiations with MediaOne. Meetings were held to gather and discuss information for possible inclusion in the next contract, listen to the public, and become aware of our rights under federal and state law.

In December, Mr. Gordon Champion from the State Department of Telecommunications made a franchise renewal process presentation to the H/W Cable Advisory Committee and the Hamilton and Wenham Selectmen (represented by Peter Twining and Glen Herrick, respectively). During the presentation, it became clear that the assistance of a consultant would be beneficial to the specialized expertise required. A request for budgetary appropriation to retain such a consultant is being submitted for the Annual Town Meeting Warrant.

Respectfully submitted,

John Fitzpatrick, Chairman
Brian Fanning, Hamilton
Leigh Keyser, Hamilton
Frank Cause, Jr. Wenham
Serge Sacharuk, Wenham

SEALER OF WEIGHTS AND MEASURES

I hereby submit my activities for the year ending December 31, 1997.

Welch & Lamson	Willow Street	$10
(checked and sealed one tank)		
Connolly Drug	Bay Road	$15
(checked and sealed two scales)		
C.V.S.	Shopping Center	$20
(checked and sealed 2 scales)		
Tops Mass #160	Union Street	$20
(checked and sealed 1 scale)		
Willowdale Medical Center	Willow Street	$20
(checked and sealed 2 scales)		
Asbury Street Market	Asbury Street	$10
(checked and sealed 1 scale)		
P.J. Hansbury Company	Willow Street	$20
(checked and sealed 2 scales)		
Hungry Fox	Bay Road	$10
(checked and sealed 1 scale)		
Meadowbrook Farm	Route 22	$40
(checked and sealed 4 scales)		
Green Meadows Farm	Asbury Street	$30
(checked and sealed 3 scales)		
Oliver's Gulf	Bay Road	$60
(checked and sealed 5 pumps)		
Star Market	Shopping Center	$70
(checked and sealed 7 scales)		
Gulf Gas Station	Bay Road	$60
(checked and sealed 5 pumps)		
Richdale Super	Bay Road	$72
(checked and sealed 6 pumps)		
A & M Motors	Highland Street	$72
(checked and sealed 6 pumps)		
Covert Oil	Walnut Road	$35
(checked and sealed 1 oil truck)		
Stelline Fuel	Homestead Circle	$35
(checked and sealed 1 oil truck)		
Allen Fuel	Maple Street	$35
(checked and sealed 1 oil truck)		
Welch & Lamson	Willow Street	$105
(checked and sealed 3 oil trucks)		
Hamilton-Wenham Regional School		N/C
(checked and sealed 3 scales)		
Winthrop School		N/C
(checked and sealed 1 scale)		
Cutler School		N/C
(checked and sealed 1 scale)		

The sum of $763 was turned over to the Town Treasurer/Collector
Respectfully submitted, **Harry MacGregor**

ROAD SAFETY COMMITTEE

In the summer of 1997 there was a tragic accident that took place on a road connecting Hamilton and Ipswich. Ten year old Hamilton resident, Christopher Rich, lost his life when he was struck by a horse trailer just over the Ipswich town line. He was riding his bicycle on one of the many rural roads in the area which are precarious for non-vehicular traffic because they are narrow, lack shoulders, have poor surfaces and there are very few sidewalks or bike paths.

Christopher Rich's death led to a meeting of the residents from Ipswich and Hamilton Initially, the focus of the meeting was how to make Gardner Street in Hamilton and Sagamore Street in Ipswich safer for pedestrian traffic. From these meetings evolved the Hamilton Road Safety Committee, appointed by the Selectmen. The Committee's purpose is to study the issue of public access and safety on all roads in town. The Committee consists of citizen members plus liaisons from Hamilton's Public Works Department, Conservation Commission, Planning Board, Recreation Commission and Police Department. There have been approximately eight public meetings.

Mission Statement

1. To develop short and long-term solutions ensuring the public ways in the community of Hamilton are safe and passable while maintaining the traditional heritage of the town.
2. To implement a public access plan including sidewalks, bikepaths, horse paths, and other recreational access options to improve the facility and safety of the public ways.
3. To coordinate with other local communities on regional solutions and enhancements to the public ways.
4. To develop and implement educational programs stressing vehicular and pedestrian safety.

The Road Safety Committee is in the process of developing a long-term master plan for Hamilton which will include:

1. Public awareness development program
2. Inventory of existing sidewalks and bikepaths and plans for improvement
3. Coordinating with the Department of Public Works' long-term road improvement program.
4. Identifying areas of critical concern which may need new roadside paths.

Respectfully submitted,

Bradford Kimball, Chairman
Marie Buckley
Stuart Thorne
Sargent Smith
Frances P. Sears
Steve Kenney
John Hamilton
Ann Stokely
Timothy Ford
Susan Sandler
Jacqueline Abbott
Evelyn Shuman